BOARD OF EDUCATION
CITY OF LONG BRANCH
NEW JERSEY

MINUTES **FEBRUARY 19, 2020**

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.

Mr. Covin called the meeting to order at 7:00 P.M.

A. **ROLL CALL**

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

Mr. Covin recognized Congressman Frank Pallone in the audience.

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**
Alvin L. Freeman, Ed.D., Assistant Superintendent of Schools, introduced two students from the **High School** and **Historic High School, Tracey Taylor Jr.** and **Mya Brown** who saluted the flag and led the Pledge of Allegiance.

C-1. **STATEMENT TO THE PUBLIC**
Mr. Covin made the following announcement: Often times it may appear to members of our audience that the Board of Education takes action with very little comment and in many cases by unanimous vote. Before a matter is placed on the agenda at a public meeting, the administration has thoroughly reviewed the matter with the Superintendent of Schools. If the Superintendent of Schools is satisfied that the matter is ready to be presented to the Board of Education, it is then referred to the appropriate Board committee. The members of the Board committee work with the administration and Superintendent to assure that the members fully understand the matter. When the committee is satisfied with the matter, it is presented to the Board of Education for discussion before any final action is taken. Only then is it placed on the agenda for action at a public meeting. All agenda attachments are available for public review. In rare instances, matters are presented to the Board of Education for discussion at the same meeting that final action may be taken.

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

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

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

No one addressed the Board.

Comments from the Finance Committee Chair - Mrs. Youngblood Brown

Motion was made by Mrs. Peters, seconded by Ms. McCaskill and carried by roll call vote that the Board approve the following items (D – E5).
Ayes (9), Nays (0), Absent (0)

D. **APPROVAL OF MINUTES**

That the Board approve the following minutes:

- Agenda Meeting minutes of January 28, 2020
- Executive Session minutes of January 28, 2020
- Regular Meeting minutes of January 29, 2020

E. **SECRETARY'S REPORT**

1. **BUDGET TRANSFER REPORTS – FY20 DECEMBER 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.

NOW, THEREFORE BE IT RESOLVED that the attached line item transfers FY20 December Transfers as listed be approved for the month ending December 31, 2019.

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

Ayes:	9
Nays:	0
Absent:	0
Date:	February 19, 2020

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

2. **BOARD SECRETARY'S REPORT - DECEMBER 31, 2019**
That the Board approve the Board Secretary's Report for the month ending December 31, 2019 (which will be labeled **APPENDIX E-2** and made part of the permanent minutes upon Board approval).

3. **REPORT OF THE TREASURER - DECEMBER 31, 2019**
That the Board approve the Report of the Treasurer for the months ending December 31, 2019 (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 December 31, 2019 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 December 31, 2019 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:	9
Nays:	0
Absent:	0
Date:	February 19, 2020

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

Motion was made by Mrs. Perez, seconded by Ms. McCaskill and carried by roll call vote that the Board approve the following item (E6).
Ayes (7), Nays (0), Abstain (2), Dr. Critelli and Mr. Zambrano, Absent (0)

6. **BILLS AND CLAIMS – DECEMBER 10 - 16, 2019, JANUARY 1 - 31, 2020 AND FEBRUARY 1 - 19, 2020 FOR CHRIST THE KING, CITY OF LONG BRANCH/FINANCE AND AMY'S YOGABILITIES**
That the Board approve the bills and claims for December 10 - 16, 2019, January 1 - 31, 2020 and February 1 - 19, 2020 for Christ the King, City of Long Branch/ Finance 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 Dr. Critelli, seconded by Mrs. Youngblood Brown and carried by roll call vote that the Board approve the following item (E7).
Ayes (7), Nays (0), Abstain (2) Mr. Covin and Ms. McCaskill, Absent (0)

7. **BILLS AND CLAIMS – DECEMBER 10 - 16, 2019, JANUARY 1 - 31, 2020 AND FEBRUARY 1 - 19, 2020 FOR DONALD COVIN AND LAUREN MCCASKILL**
That the Board approve the bills and claims for December 10 - 16, 2019, January 1 - 31, 2020 and February 1 - 19, 2020 for Donald Covin and Lauren McCaskill (which will be labeled **APPENDIX E-4** and made part of the permanent minutes upon Board approval).

Motion was made by Mrs. Perez, seconded by Dr. Critelli and carried by roll call vote that the Board approve the following items (E8 – E10).
Ayes (7), Nays (0), Abstain (2) Mr. Covin and Ms. McCaskill, Absent (0)

8. **BILLS AND CLAIMS – DECEMBER 10 - 16, 2019, JANUARY 1 - 31, 2020 AND FEBRUARY 1 - 19, 2020 EXCLUDING CHRIST THE KING, CITY OF LONG BRANCH/FINANCE, AMY'S YOGABILITIES, DONALD COVIN AND LAUREN MCCASKILL**
That the Board approve the bills and claims for December 10 - 16, 2019, January 1 - 31, 2020 and February 1 - 19, 2020 excluding Christ the King, City of Long Branch/Finance, Amy's Yogabilities, Donald Covin and Lauren McCaskill (which will be labeled **APPENDIX E-4** and made part of the permanent minutes upon Board approval).

9. **RECONCILIATION MONTHLY OPERATING REPORT – SODEXO – JANUARY 31, 2020**
That the Board approve the monthly operating reports for the Sodexo Corporation, Food Service Management Company for the Long Branch School District for January 31, 2020 (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 JANUARY 31, 2020**
That the Board approve the monthly reports for the Athletic Fund, the Elementary Schools, Middle School, and High School Student Funds as of January 31, 2020 (which will be labeled **APPENDIX E-6** and made part of the permanent minutes upon Board approval).

LONG BRANCH PUBLIC SCHOOLS
Long Branch, New Jersey

STUDENT REGISTRATION
(as of January 31, 2020)

	AAA	GLC	GRE	MA	JMFECLC	LWC	TOTAL ELEM	MS	HS	TOTAL
PreK				289	207	239	735			735
Kdg		58		107	103	106	374			374
1st	124	150	118				392			392
2nd	96	151	119				366			366
3rd	77	189	102				368			368
4th	87	176	84				347			347
5th	94	174	92				360			360
6th							0	312		312
7th							0	389		389
8th							0	389		389
9th							0		383	383
10th							0		364	364
11th							0		334	334
12th							0		345	345
MCI	16						16	12	13	41
MD							0			0
BD	8						8	11	24	43
LD	59		31				90	57	28	175
AUT	14		15				29	13	15	57
PD			9		1	20	30			30
OOD	5	0	3		7	1	16	18	20	54
Home Instruction										0
TOTAL	580	898	573	396	318	366	3131	1201	1526	5858

January 2019 Figures										
School	AAA	GLC	GRE	MA	JMFECLC	LWC	Total Elem	MS	HS	Total
Totals	544	875	558	393	330	388	3088	1218	1524	5830

F. **SUPERINTENDENT'S REPORT**

1. **RECOGNITION OF ACHIEVEMENT**

A. **SPELLDOWN WINNERS – 2019 - 2020**
The following named students are the 2019 - 2020 Spelldown winners - Presented by: A representative of the PTO/A Community Council

Amerigo A. Anastasia School

Sofia Sanchez	1st place winner – Grade 5
Maribel Ja'Niese Gonzalez	2nd place winner – Grade 4
Kyle Santiago	3rd place winner – Grade 5

George L. Catrambone School

Miguel Teodoro	1st place winner – Grade 5
Thales DePaula Silva	2nd place winner – Grade 5
Anthony Luque	3rd place winner – Grade 5

Gregory School

Alexander Lucas	1st place winner – Grade 4
Nora Farwell	2nd place winner – Grade 5
Flynn Worth	3d place winner – Grade 3

Middle School

John Pallone	1st place winner – Grade 7
Geovanna Alves	2nd place winner – Grade 8
Daniela Garcia-Garcia	3rd place winner – Grade 8

2. **PRESENTATION OF AWARDS**

A) **DISTRICT VOLUNTEERS**

Debra Clark
Jennifer Conklin
Jan Egan
Thomas McGlennon
Cynthia McKnight
Ana Reis
Leslie Taylor
Iracely Toro
Wilynn Turner
Shatarraa Turpin
Tamika Whitley

B) **EDUCATOR OF THE MONTH - JANUARY**
ALYSON STAGICH, High School teacher, presented by Mrs. Youngblood Brown

C) **SUPPORT STAFF OF THE MONTH - JANUARY**
JARED WALKER, Middle School instructional assistant, presented by Mr. Covin

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

3. **STUDENT COUNCIL LIAISON REPORT** – Ivan Navarro - Student Advisor

Good evening Dr. Salvatore, Members of the Board of Education, Central Office Administration, Faculty, Parents and members of the community who are in attendance this evening; this is my monthly report.

Mr. Brown prides himself and his homecoming to Long Branch High School with his implementation of an improved school climate. Whether that be in playing today's hit songs in between classes, or having exciting and interactive school events, Mr. Brown is taking large strides in enhancing the Long Branch High School flavor. A large part of the new incentives revolve around the idea of students having a voice and embracing diversity. Monthly meetings take place with the Student Advocacy Committee comprised of individuals of different backgrounds to help cultivate a school where students truly matter most. New activities, ideas, and events are brought to the table allowing action to take place quickly. On top of this, pep rallies have seen a new light this year, largely embracing culture, community, and the talents of the faculty and staff to make a lively event that all can partake in and enjoy.

This administrative team has instilled a culture that shines a spotlight on self-improvement, accountability, and drive. This not only takes place in the main building, but also extends to the School of Social Justice where students are empowered to use their voices and advocate for the individual, the community, and the world. One of the largest endeavors and feats includes the absentee epidemic, which, through hot list homerooms and bimonthly celebrations has dropped from 19% to 10%. This is a direct result of creating a rewarding and enjoyable environment that Mr. Brown has infused throughout the High School. Self awareness and social acceptance pulses through the heart of Long Branch High School. This all begins with having a peaceful environment with ties to what it truly means to embrace diversity where differences reside. Mr. Brown and the administrative team are truly redefining what it means to be a proud Long Branch High School student.

4. **SCHOOL PRESENTATION**

Mr. Brown will begin with a few words regarding Black History Month and the upcoming performance. Students will sing "This is Me" while the dancers are performing on stage. A video/slideshow will be playing on the screen highlighting black historical figures and will transition into current figures who are making an impact in the community today.

G. GENERAL ITEMS

Motion was made by Dr. Critelli, seconded by Mrs. Youngblood Brown and carried by roll call vote that the Board approve the following items (G1 – G3).
Ayes (9), Nays (0), Absent (0)

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

2. **APPROVAL OF PERFORMANCE OF DISTRICT EMERGENCY EVACUATION DRILLS FOR THE 2019/2020 SCHOOL YEAR (APPENDIX G-1)**
That the Board approve the following Resolution:

RESOLUTION

WHEREAS, the Department of Education in the State of New Jersey requires that two (2) emergency evacuation drills be conducted every school year in accordance with New Jersey Administrative Code N.J.A.C. 6A:27-11.2 and,

WHEREAS, said drills must be recorded and documented in the Board of Education minutes,

NOW THEREFORE BE IT RESOLVED, that said drills were performed and documented as per **APPENDIX G-1** and will be made a part of the permanent minutes upon Board approval.

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

Ayes:	9
Nays:	0
Absent:	0
Date:	February 19, 2020

3. **APPROVAL TO PARTICIPATE IN THE LiFe PROJECT WITH NJIT AND FILE THE STEM MONTH EVENT GRANT ON BEHALF OF THE 21st CCLCG PROGRAM**
That the Board approve the 21st Century Community Learning Center Grant students and staff to participate in the LiFe Project with the New Jersey Institute of Technology (NJIT). The purpose of the LiFe Project is to provide females more opportunities to participate in STEM activities resulting in an increased number of women pursuing STEM careers. This is also a request to approve the filing of the NJIT "STEM Month Event" grant application. Awards will be reimbursed to the district through the LiFe Project and range from $1,000 to $2,000.

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

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

G. **GENERAL ITEMS (continued)**

Motion was made by Ms. McCaskill, seconded by Mrs. Peters and carried by roll call vote that the Board approve the following items (G4 – G7).
Ayes (8), Nays (0), Abstain (1) Dr. Critelli, Absent (0)

4. **APPROVAL TO FILE 2020 SUSTAINABLE JERSEY FOR SCHOOLS GRANT PROGRAM FUNDED BY THE PSEG FOUNDATION**

That the Board approve the filing of the 2020 Sustainable Jersey for Schools Grant on behalf of the George L. Catrambone School in the amount of $10,000. The grant applications are due by March 13, 2020.

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

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

5. **APPROVAL OF PARTNERS AND COLLABORATORS FOR THE 21ST CENTURY COMMUNITY LEARNING CENTERS GRANT**

That the Board approve/ratify the partners and collaborators for the 21st Century Community Learning Centers grant for the 2019 - 2020 school year as listed:

Partners	**Collaborators**
Sodexo Food Services	Pinot's Palette
Count Basie Theatre	Dominick Gudzak
Long Branch Free Public Library	Liberty Science Center
Monmouth Medical Center	Long Branch Police Department
Monmouth University School for Education	Tuzzio's Italian Cuisine
Valley National Bank	T&M Associates
	Kidz Art
	Monmouth County Park System
	Box Out Bullying
	Sodexo Food Services
	Barnes and Noble Booksellers
	Young Audiences
	Project Write Now
	New Jersey Institute of Technology
	Long Branch Free Public Library
	Ocean Quality Dental
	Monmouth University School of Education
	Count Basie Theatre
	Living Yes, LLC

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

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

G. **GENERAL ITEMS (continued)**

6. **APPROVAL OF AGREEMENT WITH TENDER TOUCH EDUCATIONAL SERVICES, LLC**

That the Board approve the agreement with Tender Touch Educational Services, LLC of Lakewood to provide tutoring services to Title I students that attend the non-public school Bet Yaakov of the Jersey Shore. Tutoring will be conducted in the areas of Mathematics and English Language Arts. The agreement will be in effect from March 1, 2020 through June 30, 2020 at a cost not to exceed $15,783. Services and supplies will be paid for with Title I funds.

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

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

7. **CONSOLIDATED CHANGE ORDER - #1**

That the Board approve the following Resolution for change order #1 for renovations to the Historic High School:

RESOLUTION

WHEREAS, Kappa Construction has requested consolidated change order #1 for proposed renovations at the Historic High School pursuant to NJAC 6:20-8.3 be granted for the following:

- Storage window addition; cafeteria epoxy floor; duct changes; floor crack repairs; tegular ceiling tiles; install kitchen hood and fan; lavatory guards; interior finishes room #105 window; install electric convection oven; install chiller disconnect; loading dock/basement egress lighting; HVAC drawing changes; install additional concrete and rebar for chiller pad for a total of $83,322.06

WHEREAS, the total for the consolidated change order #1 for the proposed renovations at the Historic High School is $83,322.06; and

WHEREAS, said funds are available for the change order;

NOW THEREFORE BE IT RESOLVED, that the Board of Education of the City of Long Branch, in the County of Monmouth ("Board of Education") authorizes said change order.

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

Ayes:	8
Nays:	0
Abstain:	1 (Dr. Critelli)
Absent:	0
Date:	February 19, 2020

H. PERSONNEL ACTION

Comments from the Governance Committee Chair (APPENDIX H-1)

Comments from the Athletics Committee Chair (APPENDIX H-2)

Motion was made by Mrs. Perez, seconded by Ms. McCaskill and carried by roll call vote that the Board approve the following items (H1 – H5).
Ayes (9), Nays (0), Absent (0)

1. **POLICIES AND REGULATIONS - FIRST READING - ALERT 218**
   The new Policies and revised Policies and Regulations as listed on the attachment are being presented to the full Board for a First Reading - **APPENDIX H-3.**

2. **CREATION OF POSITION ALIGNED TO STUDENT PLACEMENT - RESOLUTION**
   That the Board approve the creation of a 1:1 instructional assistant aligned to placement of a student - **APPENDIX H-4.**

3. **RETIREMENT**
   That the Board accept, with regret and best wishes, the retirement of the following individual:

   MARY JENSEN, teacher, effective July 1, 2020. Mrs. Jensen has a total of 16 years of service.

4. **RESIGNATION - CONTRACTUAL POSITION**
   That the Board accept the resignation of the following individual:

   KERA CROSBY, Funded Grants secretary, effective February 19, 2020.
   PETER SPINA, Middle School instructional assistant, effective June 30, 2020.

5. **RESIGNATION - STIPEND POSITION**
   That the Board accept the stipend resignation of the following individual:

   DEVRON CLARK, Middle School, Breakfast Monitor, effective February 3, 2020.
   REBECCA STONE, High School, Poetry Club Advisor, effective September 12, 2019.
   WILLIAM WILSON, High School, African American Culture Club, effective February 3, 2020.

Motion was made by Dr. Critelli, seconded by Mrs. Youngblood Brown and carried by roll call vote that the Board approve the following items (H6 – H7).
Ayes (9), Nays (0), Absent (0)

6. **APPOINTMENT OF INSTRUCTIONAL ASSISTANTS**
   That the Board approve the appointment of the following named individuals as an Instructional Assistant:

   MONIQUE BOWLES*, Middle School at Step 1, Salary $16.00/hr., effective February 20, 2020. Replaces: Wanda Jetter (retired).
   (Acct. #15-209-100-106-000-06-00) (UPC # 1214-06-SEBDC-PARAPF).

H. **PERSONNEL ACTION (continued)**

6. **APPOINTMENT OF INSTRUCTIONAL ASSISTANTS (continued)**

ALEXANDRIA GADSON*, George L. Catrambone School at Step 1, Salary $16.00/hr. + $250 stipend for BA, effective February 20, 2020. Replaces: Theresa Gillespie (resigned). (Acct. # 15-190-100-106-000-09-00) (UPC # 0811-09-KINDG-PARAPF).

TANAI JOHNSON*, Morris Avenue School at Step 1, Salary $16.00/hr. + $250 stipend for BA, effective February 20, 2020. Replaces: Bonnie Larsen (retired). (Acct. # 20-218-100-106-000-05-00) (UPC # 1272-05-PRESC-PARAPF).

7. **STAFF TRANSFER FOR THE 2019-2020 SCHOOL YEAR**
That the Board approve the transfer of the following individual for the 2019-2020 school year:

JAMIE TVRDIK, from Gregory School instructional assistant to Amerigo A. Anastasia School instructional assistant, effective February 20, 2020.

Motion was made by Mr. Grant, seconded by Mrs. Perez and carried by roll call vote that the Board approve the following item (H8).
Ayes (8), Nays (0), Abstain (1) Ms. McCaskill, Absent (0)

8. **ANNUAL STIPEND POSITIONS - 2019-2020 SCHOOL YEAR**
That the Board approve/ratify the following annual stipend positions as listed:

HIGH SCHOOL

African American Culture Club Advisors $25.00/hr.
Ashley Gwathney, Raul Rivera

Motion was made by Dr. Critelli, seconded by Mrs. Youngblood Brown and carried by roll call vote that the Board approve the following items (H9 – I5).
Ayes (9), Nays (0), Absent (0)

9. **ANNUAL STIPEND POSITIONS - 2019-2020 SCHOOL YEAR**
That the Board approve/ratify the following annual stipend positions as listed:

HIGH SCHOOL

Alternative HS Assessment (AHSA) Reviewers $6,600
Andrea Kelly, Danielle Schneider (Prorated effective February 20, 2020)

Detention - Extended $24.21/hr.
Michael Padovani, Raul Rivera

Poetry Club Advisor (February - June) $750 (prorated)
Tiriq Callaway

Academic Lab Instructor - Homework Club $24.21/hr.
Jeremy Julio

Denotes Personnel sworn in

H. **PERSONNEL ACTION (continued)**

10. **COACHING/ATHLETIC STIPEND POSITIONS 2019 - 2020 SCHOOL YEAR**
That the Board approve/ratify the following coaching/athletic stipend appointments as listed:

HIGH SCHOOL - SPRING

CATEGORY 2	**STEP**	
Boys Varsity Lacrosse Asst. Coach		
Nikolas Greenwood	6	$3,000
Baseball Varsity Asst. Coach		
Juan Martinez	7	$3,300

MIDDLE SCHOOL - SPRING

CATEGORY 2	**STEP**	
Softball Asst. Coach		
Elizabeth West	6	$2,000

11. **APPOINTMENT OF SUBSTITUTES FOR THE 2019-2020 SCHOOL YEAR**
That the Board approve the following substitutes as listed for the 2019-2020 school year:

SUBSTITUTE INSTRUCTIONAL ASSISTANTS *(pending fingerprint clearance*)*
Michael Dombrowiecki*, Jennifer Howe, Tajh Miller*, Thomas Pizzonia*, Kelli Sullivan*

SUBSTITUTE TEACHERS *(pending fingerprint clearance*)*
Michael Dombrowiecki*, Aria Leunes, Edward O'Toole*, Sandra Rosa*

12. **ATTENDANCE AT CONFERENCES / MEETINGS**
That the Board approve the attendance of staff members indicated on the attached list at the conferences indicated - **APPENDIX H-5.**

13. **FAMILY/MEDICAL LEAVE OF ABSENCE**
That the Board approve/ratify the family/medical leaves of absence as listed on **APPENDIX H-6.**

14. **CHANGE IN TRAINING LEVEL - 2019 - 2020 SCHOOL YEAR**
That the Board approve/ratify a change in training level for the following individuals, effective March 1, 2020:

CHRISTINA BRONOWICH, Middle School Teacher, from BA to MA on the teacher's salary guide.
DANIELLE THOMAS, High School Teacher, from BA +30 to MA on the teacher's salary guide.

H. **PERSONNEL ACTION (continued)**

15. **TEACHER/MENTOR PROGRAM - 2019 - 2020 SCHOOL YEAR**
That the Board approve the following individual to assume the position of Mentor as detailed in the State Department of Education Teacher/Mentor Program:

LOCATION	TEACHER	MENTOR
Middle School	Raquel Diaz	Vincent Vallese

16. **TEACHER/MENTOR PROGRAM - 2019 - 2020 SCHOOL YEAR**
That the Board approve the following individual to assume the position of Mentor provided by the Board of Education at a rate of $550 annually for a 1 year term:

LOCATION	TEACHER	MENTOR
Pupil Personnel Services	Mia Apostle	Amanda Russo

17. **STUDENT TEACHER/INTERN PLACEMENT**
That the individual listed be authorized to conduct their student teaching in the Long Branch Public Schools as indicated during the 2019 - 2020 school year. Long Branch Public School employees must complete their student teaching and/or internship outside of their contractual hours.

William Paterson University		January 2020 - May 2020
Cheyenne Sommers	Middle School	Nancy O'Toole - Melissa Trace

I. **STUDENT ACTION**

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

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

3. **PLACEMENT/TERMINATION OF STUDENTS ON HOME INSTRUCTION**
That the Board approve/ratify the placement/termination of home instruction for the students listed on **APPENDIX I-3**.

4. **PLACEMENT OF TUITION-IN STUDENTS FOR THE 2019-2020 SCHOOL YEAR**
That the Board approve/ratify the following tuition-in student for the 2019-2020 school year:

SHORE REGIONAL HIGH SCHOOL/WEST LONG BRANCH SCHOOL DISTRICT
Student ID# 3122995545
Placement: Audrey W. Clark School
Tuition: $38,980.00
Effective Date: 12/6/2019

5. **CORRECTIONS / REVISIONS TO MINUTES**

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

January 29, 2020

ATTENDANCE AT CONFERENCES / MEETINGS

Michael Salvatore, Ph.D., Superintendent of Schools, to attend the 2020 Northeast Innovation Forum, sponsored by the RTM Business Group to be held on March 28, 29, 30, 31, 2020 at Westin Copley Place, Boston, MA (ACCT: 11-000-230-585-390-12-44) at a cost not to exceed $236.00. This should have read at a cost not to exceed $511.00

RESIGNATION - CONTRACTUAL POSITION

Guillermo Ithier, High School teacher, effective March 13, 2020. This should have read effective February 12, 2020.

APPOINTMENT OF CERTIFIED STAFF

Quinn Batcho, School Social Worker at Audrey W. Clark School, effective February 3, 2020. This should have read effective February 18, 2020.

Megan Bolger, School Social Worker at Long Branch High School, effective February 3, 2020. This should have read effective February 18, 2020.

FAMILY/MEDICAL LEAVE OF ABSENCE USING UNPAID DAYS

Tiffany Rawls-Dill, Pupil Personnel Services Secretary from February 3, 2020 to March 2, 2020. This should have read using sick days.

J. **OPPORTUNITY TO ADDRESS THE BOARD ON NON-AGENDA ITEMS**

Bill Dangler
112 Seventh Avenue
Long Branch, NJ

Councilman Dangler stated that he was proud of the performance by the High School students tonight. Additionally, he wanted to clear up some misunderstandings with regard to residents attending City Council meetings. He stated that although there may be different points of view, people should be encouraged to come to the meetings. He also mentioned that on February 8, 2020 Monmouth University hosted a program in which the NAACP brought 15 students to dinner and a show. He stated the students were very well behaved and he was proud of them. Two students spoke and gave a very heart felt presentation.

Prior to adjourning the meeting, Mr. Covin thanked Rev. Aaron Gibson for attending the Board meeting.

K. **ADJOURNMENT – 7:55 P.M.**

There being no further discussion, motion was made by Mrs. Perez, seconded by Mrs. Youngblood Brown and carried by roll call vote that the Board adjourn the meeting at 7:55 P.M.
Ayes (9), Nays (0), Absent (0)

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

APPENDIX G-1

SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

School Bus emergency evacuation drills shall be conducted twice each school year according to the New Jersey Administrative Code (NJAC 6A:27-11.2).

Emergency evacuation drillls and safety education

(a). School administrators shall organize and conduct emergency exit drills at least twice within the school year for all students who are transported to and from school.

1. All other students shall receive school bus evacuation instruction at least once within the school year.

(b). The school bus driver and bus aide shall participate in the emergency exit drills.

(c). Drills shall be conducted on school property and shall be supervised by the principal or person assigned to act in a supervisory capacity.

(d). Drills shall be documented in the minutes of the local board of education at the first board meeting following the completion of the emergency exit drill. The minutes shall include, but are not limited to, the following:

1. Date of the drill;
2. Time of day the drill was conducted;
3. School name;
4. Location of the drill;
5. Route number(s) included in the drill; and
6. Name of school principal, or person(s) assigned, who supervised the drill.

REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: Thursday, November 14, 2019

Time of day the drill was conducted: **@ arrival time**

School Name: Joseph M. Ferraina Early Childhood Learning Center

Location of the Emergency Evacuation Drill: 80 Avenel Blvd, Side of School Building

Route Number(s): J1,J2,J3,J4,J5

Name of the school principal/person(s) overseeing the drill: Linda Alston-Morgan

Linda Alston-Morgan

Other information relative to the emergency evacuation drill:

SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

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3. School name;
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5. Route number(s) included in the drill; and
6. Name of school principal, or person(s) assigned, who supervised the drill.

REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: Thursday, November 14, 2019

Time of day the drill was conducted: **@ arrival time**

School Name: Lenna W. Conrow

Location of the Emergency Evacuation Drill: 335 Long Branch Ave, Avenel Blvd entrance

Route Number(s): L1, L2, L3, L4, L5, L6,L7

Name of the school principal/person(s) overseeing the drill: Bonita Potter-Brown

Bonita Potter-Brown

Other information relative to the emergency evacuation drill:

8:20 a.m.- Kindergarten students & 9:00 a.m.- Preschool students

SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

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Emergency evacuation drillls and safety education

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6. Name of school principal, or person(s) assigned, who supervised the drill.

REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: Thursday, November 14, 2019

Time of day the drill was conducted: **@ arrival TIME**

School Name: Morris Avenue (Satelite Location @ Holy Trinity)

Location of the Emergency Evacuation Drill: 375 Exchange Pl, Parking Lot Bus Arrival Area

Route Number(s): SAT1 & SAT2

Name of the school principal/person(s) overseeing the drill: Matthew E. Johnson

Mary Alice Kurdyla - Mary Alice Kurdyla

Other information relative to the emergency evacuation drill:

SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

School Bus emergency evacuation drills shall be conducted twice each school year according to the New Jersey Administrative Code (NJAC 6A:27-11.2).

Emergency evacuation drillls and safety education

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3. School name;
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6. Name of school principal, or person(s) assigned, who supervised the drill.

REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: Thursday, November 14, 2019

Time of day the drill was conducted: @ arrival TIME(

School Name: Morris Avenue

Location of the Emergency Evacuation Drill: 318 Morris Ave, Bus Arrival Area

Route Number(s): M1, M2 (Kindergarten) M3, M4, M5, M6,M7 (Pre-K)

Name of the school principal/person(s) overseeing the drill: Matthew E. Johnson

Mary Alice Kurdyla - Mary Alice Kurdyla

Other information relative to the emergency evacuation drill:

SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

School Bus emergency evacuation drills shall be conducted twice each school year according to the New Jersey Administrative Code (NJAC 6A:27-11.2).

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5. Route number(s) included in the drill; and
6. Name of school principal, or person(s) assigned, who supervised the drill.

REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: Thursday, November 14, 2019

Time of day the drill was conducted: 7:23 **@ arrival time**

School Name: Amerigo A. Anastasia

Location of the Emergency Evacuation Drill: 92 Seventh Ave, A.M. Bus Arrival Area

Route Number(s): SANA1, SANA2 & SANA3

Name of the school principal/person(s) overseeing the drill: Francisco E. Rodriguez

Marie Popo

Other information relative to the emergency evacuation drill:

SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

School Bus emergency evacuation drills shall be conducted twice each school year according to the New Jersey Administrative Code (NJAC 6A:27-11.2).

Emergency evacuation drillls and safety education

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3. School name;
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5. Route number(s) included in the drill; and
6. Name of school principal, or person(s) assigned, who supervised the drill.

REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: Thursday, November 14, 2019

Time of day the drill was conducted: 1:20 **@ arrival time**

School Name: Amerigo A. Anastasia

Location of the Emergency Evacuation Drill: 92 Seventh Avenue, Front of School Building

Route Number(s): Jay's (A1, A2, A3) Seman Tov- A4

Name of the school principal/person(s) overseeing the drill: Francisco E. Rodriguez
Marie PoPo

Other information relative to the emergency evacuation drill:
Seman Tov A4 was not notified. They, however did perform the mandatory drill. GP

G:\Bus Evacuation Drills\2019-2020 Evacuation Drills\Amerigo A Anastasia

SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

School Bus emergency evacuation drills shall be conducted twice each school year according to the New Jersey Administrative Code (NJAC 6A:27-11.2).

Emergency evacuation drillls and safety education

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6. Name of school principal, or person(s) assigned, who supervised the drill.

REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: Wednesday, Nov 13, 2019

Time of day the drill was conducted: **@ arrival time**

School Name: Gregory

Location of the Emergency Evacuation Drill: 201 Monmouth Ave, Front of School Building

Route Number(s): Y1, Y2, Y3, Y4

Name of the school principal/person(s) overseeing the drill: Beth McCarthy

N. L. Greenwood

Other information relative to the emergency evacuation drill:

SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

School Bus emergency evacuation drills shall be conducted twice each school year according to the New Jersey Administrative Code (NJAC 6A:27-11.2).

~~Emergency evacuation drillls and safety education~~

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REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: Wednesday, Nov 13, 2019

Time of day the drill was conducted: @ arrival time

School Name: Gregory

Location of the Emergency Evacuation Drill: 201 Monmouth Ave, Back parking lot bus arrival lane

Route Number(s): SGRE1, SGRE2

Name of the school principal/person(s) overseeing the drill: Beth McCarthy, Mr. Greenwood & Ms. Lisanti

Nick Greenwood

Other information relative to the emergency evacuation drill:

SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

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REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: Thursday, November 14, 2019

Time of day the drill was conducted: **between 7:15-7:45 am**

School Name: George L. Catrambone

Location of the Emergency Evacuation Drill: 240 Park Ave, Front of School Building

Route Number(s): Jay's(G1,G2,G3,G5,G6,G9,G12) Seman Tov (G7,G8,G10,G11,G13,G14,G15)

Name of the school principal/person(s) overseeing the drill: Christopher Volpe

Michele Merchio

Other information relative to the emergency evacuation drill:

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6. Name of school principal, or person(s) assigned, who supervised the drill.

REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: Friday, November 15, 2019

Time of day the drill was conducted: **@ arrival time**

School Name: Long Branch Middle School

Location of the Emergency Evacuation Drill: 350 Indiana Ave, 6th Grade Entrance

Route Number(s): SMS1, SMS2 & SMS3

Name of the school principal/person(s) overseeing the drill: Frank Riley

Other information relative to the emergency evacuation drill:

SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

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REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: Thursday, November 14, 2019

Time of day the drill was conducted: **@ arrival time**

School Name: Long Branch Middle School

Location of the Emergency Evacuation Drill: 350 Indiana Ave, 6th Grade Entrance

Route Number(s): LBMS1, LBMS 2

Name of the school principal/person(s) overseeing the drill: Frank Riley

Other information relative to the emergency evacuation drill:

SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

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REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: Thursday, November 14, 2019

Time of day the drill was conducted: **@ arrival TIME**

School Name: Long Branch High School

Location of the Emergency Evacuation Drill: 404 Indiana Ave, Leadership Entrance

Route Number(s): SHS1, SHS2

Name of the school principal/person(s) overseeing the drill: James Brown

Margaret Johnson + Charles Condone

Other information relative to the emergency evacuation drill:

SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

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REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: Thursday, November 14, 2019

Time of day the drill was conducted: @ arrival TIME

School Name: Long Branch High School

Location of the Emergency Evacuation Drill: 404 Indiana Ave, Leadership Entrance

Route Number(s): LBHS1, LBHS 2

Name of the school principal/person(s) overseeing the drill: James Brown

Margaret Johnson + Charles Condone

Other information relative to the emergency evacuation drill:

Bus #'s 126, 210, 152, 178

SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

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REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: Thursday, November 14, 2019

Time of day the drill was conducted: **@ arrival TIME**

School Name: Audrey W. Clark (Alternative Academy)

Location of the Emergency Evacuation Drill: 192 Garfield Avenue, Front of School Building

Route Number(s): HS-ALT

Name of the school principal/person(s) overseeing the drill: Kristine Villano

Kristine Villano

Other information relative to the emergency evacuation drill:

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REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: Thursday, November 14, 2019

Time of day the drill was conducted: **@ arrival TIME(**

School Name: Audrey W. Clark (Alternative Academy)

Location of the Emergency Evacuation Drill: 192 Garfield Ave, Front of School Building

Route Number(s): ELEM-ALT, MS-ALT (AWC1 & AWC2)

Name of the school principal/person(s) overseeing the drill: Kristine Villano

Kristine Villano

Other information relative to the emergency evacuation drill:

MINUTES

APPENDIX H-1

LONG BRANCH PUBLIC SCHOOLS
Long Branch, New Jersey

GOVERNANCE COMMITTEE MEETING MINUTES
February 5, 2020 at 6:15 p.m.

COMMITTEE MEMBERS PRESENT:
Michele Critelli, Ed.D. - Chair
Lucille Perez
Avery Grant

ADMINISTRATORS PRESENT:
Michael Salvatore, Ph.D.
Alisa Aquino

COMMITTEE MEMBER NOT PRESENT:
Donald C. Covin

ADMINISTRATOR NOT PRESENT:
Alvin L. Freeman, Ed.D.

The Committee and Administrators reviewed and discussed the Policies and Regulations as listed. They will be presented to the full Board at its next scheduled meeting on February 19, 2020.

P 3159	Teaching Staff Member/School District Reporting Responsibilities (M) (Revised)
P & R 3218	Use, Possession, or Distribution of Substances (M) (Revised)
P & R 4218	Use, Possession, or Distribution of Substances (M) (Revised)
P 4219	Commercial Driver's License Controlled Substance and Alcohol Use Testing (M) (Revised)
P & R 6112	Reimbursement of Federal and Other Grant Expenditures (M) (Revised)
P & R 7440	School District Security (M) (Revised)
P 8600	Student Transportation (M) (Revised)
R 8600	Student Transportation (Revised)
P 8630	Bus Driver/Bus Aide Responsibility (M) (Revised)
R 8630	Emergency School Bus Procedures (M) (Revised)
P 8670	Transportation of Special Needs Students (M) (Revised)
P 9210	Parent Organizations (Revised)

P 3159 – Teaching Staff Member/School District Reporting Responsibilities (M) (Revised)
Policy Guide 3159 has been revised to incorporate a new law, P.L. 2019, c. 46 (N.J.S.A. 18A:6-38.5), which indicates in the event a Board of Education determines a teaching staff member has failed to report an incident of child abuse, pursuant to a tenure charge finding or the teaching staff member's conviction for a disorderly persons violation pursuant to N.J.S.A. 9:6-8.14, the Board is now required to submit a report outlining their findings to the State Board of Examiners. The report will be reviewed by the Board of Examiners to determine if the teaching staff member's failure to report warrants the revocation or suspension of a certificate. Policy Guide 4159 - Support Staff Member/School District Reporting Responsibilities is not affected as the new law only applies to teaching staff members issued a certificate by the Board of Examiners. Policy Guide 3159 is mandated.

Policy Guide 3159 is **MANDATED**

P 3218 – Use, Possession, or Distribution of Substances (M) (Revised)
R 3218 – Use, Possession, or Distribution of Substances (M) (Revised)
P 4218 – Use, Possession, or Distribution of Substances (M) (Revised)
R 4218 – Use, Possession, or Distribution of Substances (M) (Revised)
Two issues recently came up regarding a school district staff member suspected to be under the influence of a controlled dangerous substance or alcohol during work hours or at a school-sponsored function where the staff member had been assigned job responsibilities that have caused Strauss Esmay to revise the existing Policy and Regulation Guides 3218 and 4218.

A Board of Education, not using Strauss Esmay Policy Guides, recently requested the Commissioner of Education order a teacher to permit the release of blood test results that were ordered in relation to a claim the teacher was under the influence of alcohol during work hours. The Administrative Law Judge rejected the Board's request, holding the Board did not prove they would suffer irreparable harm if the results were not released and the Commissioner concurred. Strauss Esmay is unsure if this Commissioner decision would be upheld on review; however, Policy and Regulation Guides 3218 and 4218 have been revised to prevent this situation from occurring. These Guides now indicate in the event the results of a medical examination and substance test are not provided to the Superintendent, the Board will treat the test as a positive result for substances. Strauss Esmay believes this will avoid an issue in which a staff member blocks a laboratory from turning over test results legally ordered by the district because doing so will result in the presumption the staff member tested positive and was under the influence.

In addition, Strauss Esmay has noticed a pattern, upon reading and reporting tenure dismissal cases decided by arbitrators under TEACHNJ in the *New Jersey School Digest,* that arbitrators are requiring evidence of progressive discipline that provides clear notice to staff members their previous conduct was unacceptable. Arbitrators are more supportive of termination of staff members found to be under the influence when the tenured staff member has violated a Last Chance Agreement. A Last Chance Agreement provides an employee with a second chance to continue employment in the district while establishing the staff member is on notice that the next disciplinary issue could result in their termination. The Last Chance Agreement is entered into by the employee and the Board on a case-by-case basis.

Policy and Regulation Guides 3218 and 4218 have been revised giving the Board the option to offer a Last Chance Agreement to a staff member upon the recommendation of the Superintendent and upon approval of the Board. The option should be selected if a Board of Education wants language addressing a Last Chance Agreement included in Board Policy. However, a Board of Education may, in its sole discretion, offer a Last Chance Agreement if this option is not included in their Board Policy. There is no statute or code that addresses the process to be used when a staff member is suspected to be under the influence while working.

However, the provisions in these Guides provide a comprehensive procedure with adequate due process for staff members suspected of being under the influence and may be revised to meet local needs.

These Policy and Regulation Guides are mandated based on the need for a Policy and Regulation Guide that addresses this important issue.

Policy and Regulation Guides 3218 are **MANDATED**
Policy and Regulation Guides 4218 are **MANDATED**

P 4219 – Commercial Driver's License Controlled Substance and Alcohol Use Testing (M) (Revised)

Strauss Esmay has received requests to include a shortened version of Policy Guide 4219 for school districts that contract all transportation services and have no school buses, bus drivers, or other employees who operate a school vehicle that requires a commercial driver's license. The only requirement for these school districts is to ensure all transportation contractors comply with the Federal drug and alcohol testing requirements for employees operating a commercial vehicle requiring a commercial driver's license. Policy Guide 4219 has been revised to provide school districts that contract for all transportation services a shortened Policy Option 1 in lieu of adopting the existing comprehensive Policy Guide 4219, which is now Option 2. Board of Educations that have school district buses and/or employ bus drivers or other employees who operate a school vehicle that requires a commercial driver's license should select the comprehensive Option 2 in this revised Policy Guide. School districts that have adopted the comprehensive Policy Guide updated in Policy Alert 217 - January 2019 do not need to consider this revised Guide as the Option 2 language in this updated Policy Guide is the same language from the comprehensive Guide revised in Alert 217 - January 2019. This Policy Guide is mandated for all school districts that transport students in a school vehicle that requires the driver to have a commercial driver's license and for school districts with employees who operate a school vehicle that require a commercial driver's license.

Policy Guide 4219 is **MANDATED**

P 6112 – Reimbursement of Federal and Other Grant Expenditures (M) (Revised)
R 6112 – Reimbursement of Federal and Other Grant Expenditures (M) (Revised)

The American Recovery and Reinvestment Act (ARRA) requires school districts to have a formal Board approved policy concerning requests for reimbursement by Federal grants to be submitted to the New Jersey Department of Education (NJDOE) for review. The NJDOE has published a revised policy and procedure guidance, New Jersey Department of Education Policies and Procedures for Reimbursement of Federal and Other Grant Expenditures, which necessitated revisions in Policy and Regulation Guides 6112. The revisions align the Policy and Regulation Guide with the NJDOE guidance and include changes such as: reimbursement requests may only be for expenditures that have already occurred or will occur within three business days of receipt of funds, no longer by the last calendar day of the month in which the request was made; and the $50,000 threshold for submitting amendment applications has been removed leaving the only threshold as more than 10% of the total award. The current NJDOE policy and procedure guidance does not reference the Federal Uniform Grant Guidance, which replaced the United States Education Department General Administrative Regulations (EDGAR). These Guides have also been revised to reference the Federal Uniform Grant Guidance. Policy and Regulation Guides 6112 are mandated as the NJDOE requires a policy and regulation/procedure for ARRA monitoring.

Policy and Regulation Guides 6112 are **MANDATED**

P 7440 – School District Security (M) (Revised)
R 7440 – School District Security (M) (Revised)

P.L. 2019, c. 33 known as "Alyssa's Law" (N.J.S.A. 18A:41-10 through 13) was approved on February 6, 2019 and requires school districts to equip each public elementary and secondary school building with at least one "panic alarm" school security system effective September 1, 2019. The law mandates the "panic alarm" security system be directly linked to local law enforcement authorities, capable of transmitting a signal or message to the authorities, and not be audible within the school building. In addition, P.L. 2019, c. 106 (N.J.S.A. 18A:41-7.1) was approved on May 10, 2019 and was effective immediately. This new law requires the Board or Superintendent to provide local law enforcement copies of current blueprints and maps of all schools and school grounds in the district and to provide revised copies to law enforcement upon any changes. Policy and Regulation Guides 7440 have been revised to incorporate the requirements of these two new laws and to include several additional security provisions regarding new school construction and existing school buildings, N.J.S.A. 18A:7G-5.2. "Alyssa's Law" requires the New Jersey School Development Authority (SDA) to develop administrative code to provide further guidance on the new law. This administrative code is not yet available; however, Strauss Esmay wanted to proactively provide districts with an updated Policy and Regulation Guide as soon as possible. Strauss Esmay Associates will update these Guides if new administrative code or SDA guidance requires Guide revisions. Policy and Regulation Guides 7440 are mandated.

Policy and Regulation Guides 7440 are **MANDATED**

P 8600 – Student Transportation (M) (Revised)
R 8600 – Student Transportation (Revised)

Policy and Regulation Guides 8600 have been revised to address the following legislation P.L. 2018, c. 118 (N.J.S.A 39:3B-10), P.L. 2018, c. 159 (N.J.S.A. 39:3B-27), and P.L 2019 c. 43 (N.J.S.A. 39:3B-2 and 2.1). N.J.S.A 39:3B-10 requires all buses manufactured 180 days after August 25, 2018 to be equipped with certain safety specifications. N.J.S.A. 39:3B-27 requires school districts to comply with various Federal regulations regarding school bus operations. N.J.S.A. 39:3B-2 requires every bus to display signs or legends which will inform other drivers of the law with respect to passing a bus while it is loading or unloading. N.J.S.A. 39:3B-2 also requires the Board to place signage on the rear of all school buses providing school district contact information to the public for reporting misconduct by the bus driver while he or she is operating the school bus to school district officials. The mandated contact information needs to be for the school district or nonpublic school for which the school bus provides transportation. N.J.S.A. 39:3B-2.1 requires the Commissioner of Education to develop regulations to implement N.J.S.A. 39:3B-2. The Commissioner of Education's regulations will clarify the following issues for school districts regarding bus driver misconduct complaints: the appropriate official to respond to any such complaints, the appropriate action for a school to take in response to any such complaint, and the time period a school has to respond to any such complaint. These regulations are not yet available, but as soon as they are Strauss Esmay will make the necessary revisions to Policy and Regulation Guides 8600. Additionally, the Policy and Regulation Guides have been revised to incorporate by reference lengthy sections of the applicable transportation statutes and administrative code. These sections of the statute and code are too extensive to include in a Policy or Regulation Guide. In addition, Strauss Esmay revised and updated several legal citations located in these Policy and Regulation Guides and changed the title of the Policy Guide to be consistent with the Regulation Guide title. Policy Guide 8600 is mandated and Regulation Guide 8600 is recommended.

Policy Guide 8600 is **MANDATED**
Regulation Guide 8600 is **RECOMMENDED**

P 8630 – Bus Driver/Bus Aide Responsibility (M) (Revised)
R 8630 – Emergency School Bus Procedures (M) (Revised)

Policy and Regulation Guides 8630 have been revised to include a new statute, N.J.S.A. 18A:39-19.6. The new law requires that within one business day after the Commissioner of Education notifies a Board of Education that a school bus driver employed by the Board has had their bus driver's license suspended or revoked by the New Jersey Motor Vehicle Commission (NJMVC), the Board is required to provide a statement to the New Jersey Department of Education (NJDOE) that the school bus driver is no longer operating a school bus for the Board of Education. Policy Guide 8630 has been revised to reflect this requirement in the new law. In addition, the New Jersey Legislature recently passed N.J.S.A. 18A:39-19.1a that mirrors existing language in N.J.A.C. 6A:27-11.3 - School Bus Driver Training, with one additional section requiring a safety education program be administered twice per calendar year for school bus drivers and school bus aides. Previously, there was no legal requirement regarding the number of times the program needed to be administered each year. This new training requirement has been added to Section A.3. of Regulation Guide 8630.

Additionally, Policy Guide 8630 has been revised to address N.J.S.A. 39:3-10.1 and N.J.S.A. 39:3-10.1a which were recently passed by the New Jersey Legislature. These statutes mandate a school bus driver over a certain age must submit a medical examination and screening to a Board of Education before being permitted to begin or continue their employment. Policy and Regulation Guides 8630 are mandated.

Policy and Regulation Guides 8630 are **MANDATED**

P 8670 – Transportation of Special Needs Students (M) (Revised)

Policy Guide 8670 has been updated changing "disabled" to "special needs" when referring to a student with disabilities. The administrative code section, N.J.A.C. 6A:27-5.1, uses "special needs students" and "students with disabilities" and is used accordingly in this Policy. Additional details from the administrative code were added to this Policy Guide. This Policy Guide is mandated.

Policy Guide 8670 is **MANDATED**

P 9210 – Parent Organizations (Revised)

Policy Guide 9210 has been updated and is intended to provide guidance to a Board of Education regarding parent organizations and their involvement in the school district. This Policy Guide has been revised to require Superintendent or designee approval, rather than Board approval, for parent organizations that organize students, sponsor activities, or solicit moneys in the name of the school district or a school in the district. A Board does not have to make this recommended revision if the Board's practice has been to receive and approve parent organization requests. The Policy Guide has also been revised to indicate a parent organization is independent from the Board of Education and Board of Education and/or district staff members are not responsible for the activities of a parent organization. The revised Policy

Guide also indicates the representatives of a parent organization must comply with all applicable Board policies.

Policy Guide 9210 is **RECOMMENDED**

MINUTES

APPENDIX H-2

ATHLETICS COMMITTEE MEETING
Tuesday, February 4, 2020 - 5:30 P.M.
540 Broadway, Long Branch, NJ 07740

COMMITTEE MEMBERS:
Lucille Perez: Chair
Caroline Bennett
Violeta Peters
Tasha Youngblood-Brown

ADMINISTRATORS:
Michael Salvatore, Ph.D.
Alvin L. Freeman, Ed.D.
Jason M. Corley, CMAA

1. **Department Recognitions:**
   - **A.** Adrian Castro, Boys Soccer - "A" North Coach of the Year
   - 11-8-2 Record
   - Lost to Hunterdon Central HS in the NJSIAA Sectional Finals
   - Hunterdon Central HS - (4x) defending Champions

   - **B.** The National Girls and Women in Sports Day is an annual day of observance held during the first week of February to acknowledge the accomplishments of female athletes, recognize the influence of sports participation for women and girls, and honor the progress and continuing struggle for equality for women in sports

   - **High School:** Enyiah Garner 12th Grade
     Sunday, February 9, 2020 @ Seton Hall University

   - **Middle School:** LeiLani Andrews, Shirley Munoz, A'Layah Vincent & Mia Popo; 8th Grade
     Saturday, February 8, 2020 @ Monmouth University

   - **C. Ryan Zimmerman -** (D1) American University

2. **Department Equity:** Fall 2019 Seasonal Information

3. **Fall Augmentations:**
   - Event Staff Training

4. **Shore Conference:** 2020 Football Schedule

5. **NJSIAA: 2020-21 Annual Dues/ Tournament Entry Increase**
Please be advised that the NJ Commissioner of Education has approved increases to the NJSIAA Annual Dues and Tournament Entry Fees. These fees have not increased since 2010.
   - **Annual Dues:** will increase by $350, from $2,150 per school to $2,500.
   - **Tournament Entry Fees:**
     - Cross Country (individual): $14 to $20
     - Golf (team): $85 to $150
     - B/G Tennis (team): $80 to $120
     - B/G Tennis (individual) $14 to $20
     - B/G Bowling (team): $80 to $120
     - B/G Bowling (individual): $14 to $20

     <u>All Other Sports</u>
     - Team Entry Fee: $80 to $90
     - Individual Entry Fee: $14 to $16
     - Relay Entry Fee: $22 to $25
     - ***There will be no increases to the following tournament entry fees currently in place:** Swim Team Sectionals ($240), Swim Team State Semi-Finals ($240) and Golf Individual ($20)

Fall 2019 - Dues/Tournament

		Annual Dues:	HS - $2,150 MS - $450
Cross Country	9/26	B/G Divisional Championship Meet	$215
Cross Country	10/17	Monmouth County Championships	$160
Football	11/15	NJSIAA Football Tournament	$80
Soccer B V	10/29	Shore Conference Tournament	$80
Soccer B JV	10/18	Wall JV Tournament	$125
Soccer B Fr	10/19	Wall Frosh Tournament	$125
Soccer B V	10/29	NJSIAA B/G Tournament	$80
		TOTAL:	**$3,465**

6. **Banners & Team Uniform Discussion**

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<u>ATHLETICS COMMITTEE GOALS</u>
The committee members will actively participate in professional dialog pertaining to the budget development of the athletic department, as well as processes to determine athletic eligibility/ ineligibility for student-athletes.

The committee members will seek professional learning experiences pertaining to the following: NJSIAA and NCAA regulations for high school student athletes; educational code; NJ statue; federal guidelines; and policy revisions pertaining to athletics.

NEW POLICIES AND REVISED POLICIES AND REGULATIONS - FIRST READING - ALERT 218

P 3159	Teaching Staff Member/School District Reporting Responsibilities (M) (Revised)
P & R 3218	Use, Possession, or Distribution of Substances (M) (Revised)
P & R 4218	Use, Possession, or Distribution of Substances (M) (Revised)
P 4219	Commercial Driver's License Controlled Substance and Alcohol Use Testing (M) (Revised)
P & R 6112	Reimbursement of Federal and Other Grant Expenditures (M) (Revised)
P & R 7440	School District Security (M) (Revised)
P 8600	Student Transportation (M) (Revised)
R 8600	Student Transportation (Revised)
P 8630	Bus Driver/Bus Aide Responsibility (M) (Revised)
R 8630	Emergency School Bus Procedures (M) (Revised)
P 8670	Transportation of Special Needs Students (M) (Revised)
P 9210	Parent Organizations (Revised)

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 a 1:1 instructional assistant position to be aligned with placement of a student.

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

Ayes:	9
Nays:	0
Absent:	0
Date:	February 19, 2020

CONFERENCES

Note: The following staff members are being approved only for registration and mileage (not to exceed $.35 per mile) in accordance with State Circular Letter 12-14-OMB, which states that overnight travel within certain areas is no longer subject to reimbursement. Additionally, meals not associated with overnight travel will not be reimbursed.

Meghan Amendola **$180.00**
PPS School Psychologist, to attend New Jersey Association of School Psychologist Spring Conference, sponsored by New Jersey Association of School Psychologist to be held on **March 20, 2020** at Sheraton Edison Hotel, Edison, NJ (ACCT: 11-000-219-500-312-11-44)

Kyle Cattelona **$305.00**
Groundsmen, to attend Pool Operation Management (POM) Training, sponsored by Pool Operation Management to be held on **March 14, 2020** at 540 Broadway, Long Branch, NJ (ACCT: 11-000-262-590-12-44).

Tracey Ciambrone **$305.00**
Physical Ed. Teacher, to attend Pool Operation Management (POM) Training, sponsored by Pool Operation Management to be held on **March 14, 2020** at 540 Broadway, Long Branch, NJ (ACCT: 11-000-262-590-12-44).

Jason Corley **$1,202.13**
Athletic Administrator, to attend Annual Directors of Athletic Association of New Jersey (DAANJ), sponsored by District Athletic Administrators of New Jersey to be held on **March 16, 17, 18, 19, 20, 2020** at Golden Nugget, Atlantic City, NJ
(ACCT: 15-402-100-500-220-14-44).

Andrew Critelli **$305.00**
Physical Ed. Teacher, to attend Pool Operation Management (POM) Training, sponsored by Pool Operation Management to be held on **March 14, 2020** at 540 Broadway, Long Branch, NJ (ACCT: 11-000-262-590-12-44).

Ann Degnan **$305.00**
Assistant School Business Administrator for Facilities, to attend Pool Operation Management (POM) Training, sponsored by Pool Operation Management to be held on **March 14, 2020** at 540 Broadway, Long Branch, NJ (ACCT: 11-000-262-590-12-44).

Juan Eshleman **$305.00**
Operations and Inventory Specialist, to attend Pool Operation Management (POM) Training, sponsored by Pool Operation Management to be held on **March 14, 2020** at 540 Broadway, Long Branch, NJ (ACCT: 11-000-262-590-12-44).

Lauren Flannigan **$709.00**
Transportation Manager, to attend Annual New Jersey Pupil Transportation Conference & Equipment Show, sponsored by School Transportation Supervisors of New Jersey, Inc. to be held on **March 25, 26, 27, 2020** at Golden Nugget, Atlantic City, NJ.
(ACCT: 11-000-270-593-317-12-44).

Kristen Frankoski **$305.00**
MS Teacher, to attend Pool Operation Management (POM) Training, sponsored by Pool Operation Management to be held on **March 14, 2020** at 540 Broadway, Long Branch, NJ (ACCT: 11-000-262-590-12-44).

Noami Greca **$305.00**
MS Teacher, to attend Pool Operation Management (POM) Training, sponsored by Pool Operation Management to be held on **March 14, 2020** at 540 Broadway, Long Branch, NJ (ACCT: 11-000-262-590-12-44).

Wallace Morales **$305.00**
Anastasia Teacher, to attend Pool Operation Management (POM) Training, sponsored by Pool Operation Management to be held on **March 14, 2020** at 540 Broadway, Long Branch, NJ (ACCT: 11-000-262-590-12-44).

Richard Ricigliano **$305.00**
AWC Physical Ed. Teacher, to attend Pool Operation Management (POM) Training, sponsored by Pool Operation Management to be held on **March 14, 2020** at 540 Broadway, Long Branch, NJ (ACCT: 11-000-262-590-12-44).

Kelly Stone **$305.00**
GLC Teacher, to attend Pool Operation Management (POM) Training, sponsored by Pool Operation Management to be held on **March 14, 2020** at 540 Broadway, Long Branch, NJ (ACCT: 11-000-262-590-12-44).

Samantha Vieira **$205.00**
Anastasia Teacher, to attend Differentiated Instructional strategies for Teaching Math, Grades K-6, sponsored by Association of Mathematic Teachers of New Jersey to be held on **April 4, 2020** at Rutgers University (Busch Campus), New Brunswick, NJ (ACCT: 15-000-223-500-100-03-44)

Caitlin Walling **$220.00**
AWC Teacher, to attend Trauma-Informed Compassionate Classrooms, sponsored by Professional Education System Institute (PESI) to be held on **March 16, 2020** at NJHA Conference and Event Center, Princeton, NJ (ACCT: 15-000-223-500-100-06-44).

Benjamin Woolley **$305.00**
Anastasia Teacher, to attend Pool Operation Management (POM) Training, sponsored by Pool Operation Management to be held on **March 14, 2020** at 540 Broadway, Long Branch, NJ (ACCT: 11-000-262-590-12-44).

Jason Zimerla **$305.00**
Groundmen, to attend Pool Operation Management (POM) Training, sponsored by Pool Operation Management to be held on **March 14, 2020** at 540 Broadway, Long Branch, NJ (ACCT: 11-000-262-590-12-44).

INTENTION TO RETURN FROM FAMILY/MEDICAL LEAVE OF ABSENCE
MEGAN LIBERATORE, Lenna W. Conrow School teacher, effective February 18, 2020.
JOE SIMON, Audrey W. Clark School teacher, effective February 4, 2020.

FAMILY/MEDICAL LEAVE OF ABSENCE USING SICK DAYS
PATRICIA BRUCKNER, Gregory School teacher, from February 19, 2020 to March 20, 2020.
EMILY BRYK, Audrey W. Clark School Alternative Academy teacher, from May 11, 2020 to June 18, 2020.
COLUMBIA DELPIZZO, Morris Avenue School instructional assistant, from January 17, 2020 to April 12, 2020.
CRYSTAL HOUSTON-BEY, Joseph M. Ferraina Early Childhood Learning Center teacher, from January 21, 2020 to January 28, 2020.
GEORGETTE GANT, Morris Avenue School, secretary from February 3, 2020 to March 2, 2020.
AMILCAR MATOS, District maintenance person, from January 29, 2020 to February 7, 2020.
ALBERTO MORENO, George L. Catrambone School corridor aide, from January 20, 2020 to April 20, 2020.
STACI PELMAN, High School teacher, from January 14, 2020 to January 16, 2020.
JOE SIMON, Audrey W. Clark School teacher, from January 9, 2020 to February 3, 2020.
TESSY SIMOES, Morris Avenue School teacher, from March 9, 2020 to March 24, 2020.
ASHLEY STEWART, Middle School teacher, from February 21, 2020 to May 18, 2020.

FAMILY/MEDICAL LEAVE OF ABSENCE USING URGENT BUSINESS DAY(S)
STACI PELMAN, High School teacher, for January 17, 2020.
TESSY SIMOES, Morris Avenue School teacher, from March 25, 2020 to March 27, 2020.

FAMILY/MEDICAL LEAVE OF ABSENCE USING MINUS SUB PAY DAYS
STACI PELMAN, High School teacher, from January 21, 2020 to February 3, 2020.
CRYSTAL HOUSTON-BEY, Joseph M. Ferraina Early Childhood Learning Center instructional assistant, from January 29, 2020 to February 11, 2020.

FAMILY/MEDICAL LEAVE OF ABSENCE USING UNPAID DAYS
CRYSTAL HOUSTON-BEY, Joseph M. Ferraina Early Childhood Learning Center instructional assistant, from February 12, 2020 to March 4, 2020.
STACI PELMAN, High School teacher, from February 4, 2020 to March 17, 2020.
TESSY SIMOES, Morris Avenue School teacher, from March 28, 2020 to June 18, 2020.

REQUEST TO EXTEND FAMILY/MEDICAL LEAVE OF ABSENCE USING UNPAID DAYS
KRISTIN BERHARD, Lenna W. Conrow School teacher, from April 7, 2020 to June 18, 2020.
ISABEL CORREA, Middle School secretary, from March 2, 2020 to April 1, 2020.

APPENDIX I-1

Monthly HIB Report

Reporting Period - January 30, 2020 - February 14, 2020

Summary

Total: One (1) HIB investigation, zero (0) confirmed

High School

One (1) investigation, zero (0) confirmed as HIB

PLACEMENT OF STUDENT ON HOME INSTRUCTION (RESIDENTIAL)

ID#: 20215015
Learn Well
PHP - at a rate of $54.50 per hour, 10 hours per week until approx. 2/27/2020

ID#: 01004166
Learn Well
PHP - at a rate of $54.50 per hour, 10 hours per week until approx. 2/27/2020

ID#: 20241567
Learn Well
PHP - at a rate of $54.50 per hour, 10 hours per week until approx. 2/29/2020

ID#: 01004074
Silvergate
PHP - at a rate of $50.00 per hour, 10 hours per week until approx. 3/2/2020

ID#: 110850031
Learn Well
PHP - at a rate of $54.50 per hour, 10 hours per week until approx. 3/12/20

TERMINATION OF STUDENTS ON HOME INSTRUCTION (RESIDENTIAL)

ID#: 01004166

ID#: 20215015

ID#: 20241567