

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

MINUTES

FEBRUARY 22, 2017

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.

Dr. Critelli called the meeting to order at 7:00 P.M.

A. ROLL CALL

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

Mr. Grant
Mr. Dangler
Mr. Zambrano

Mr. Parnell
Mrs. Widdis
Rev. Bennett

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. 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, **JACEY GRAHAM** from the Alternative Academy at Audrey W. Clark School and **ALEXIS CARRINGTON** from the Middle School who 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 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 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. 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.

Motion was made by Mrs. George, seconded by Mr. Covin 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 24, 2017
- Regular Meeting minutes of January 25, 2017

E. **SECRETARY'S REPORT**

1. **BUDGET TRANSFER REPORTS – FY17 JANUARY 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 transfer FY17 January Transfers as listed be approved for the month ending January 31, 2017.

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

Ayes: 9
Nays: 0
Absent: 0
Date: February 22, 2017

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

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

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

3. **REPORTS OF THE TREASURER - JANUARY 31, 2017**

That the Board approve the Reports of the Treasurer for the month ending January 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 January 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).

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 January 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: 9
Nays: 0
Absent: 0
Date: February 22, 2017

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

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

Ayes (8), Nays (0), Abstain (1) Dr. Critelli, Absent (0)

6. **BILLS AND CLAIMS – JANUARY 5 - 31, 2017 AND FEBRUARY 1 - 22, 2017 FOR CHRIST THE KING**

That the Board approve the January 5 - 31, 2017 and February 1- 22, 2017 for Christ the King, (which will be labeled **APPENDIX E-4** and made part of the permanent minutes upon Board approval).

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

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

7. **BILLS AND CLAIMS – JANUARY 5 - 31, 2017 AND FEBRUARY 1 - 22, 2017 EXCLUDING CHRIST THE KING**

That the Board approve the January 3 - 31, 2017 and February 1 - 22, 2017 excluding Christ the King (which will be labeled **APPENDIX E-4** and made part of the permanent minutes upon Board approval).

8. **RECONCILIATION MONTHLY OPERATING REPORT – SODEXO – JANUARY 31, 2017**

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

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

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, 2017 (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, 2017)

| | AAA | GLC | GRE | MA | JMFECLC | LWC | TOTAL ELEM | MS | HS | TOTAL |
|---------------------|------------|------------|------------|------------|------------|------------|---------------|-------------|-------------|-------------|
| PreK | | | | 312 | 207 | 279 | 798 | | | 798 |
| Kdg | | 56 | | 114 | 108 | 119 | 397 | | | 397 |
| 1st | 88 | 158 | 96 | | | | 342 | | | 342 |
| 2nd | 114 | 171 | 93 | | | | 378 | | | 378 |
| 3rd | 79 | 141 | 101 | | | | 321 | | | 321 |
| 4th | 124 | 160 | 107 | | | | 391 | | | 391 |
| 5th | 107 | 164 | 107 | | | | 378 | | | 378 |
| 6th | | | | | | | 0 | 379 | | 379 |
| 7th | | | | | | | 0 | 351 | | 351 |
| 8th | | | | | | | 0 | 351 | | 351 |
| 9th | | | | | | | 0 | | 366 | 366 |
| 10th | | | | | | | 0 | | 381 | 381 |
| 11th | | | | | | | 0 | | 300 | 300 |
| 12th | | | | | | | 0 | | 316 | 316 |
| MCI | 17 | | | | | | 17 | 8 | 10 | 35 |
| MD | | | | | | | 0 | | | 0 |
| BD | 3 | 5 | | | | | 8 | 18 | 33 | 59 |
| LD | 58 | | 61 | | | | 119 | 22 | 20 | 161 |
| AUT | 18 | | 17 | | | | 35 | 11 | 5 | 51 |
| PD | | | | | | 20 | 20 | | | 20 |
| OOD | 5 | 3 | 4 | | 5 | 3 | 20 | 15 | 16 | 51 |
| Home Instruction | | | | | | | | | | |
| TOTAL | 613 | 858 | 586 | 426 | 320 | 421 | 3224 | 1155 | 1447 | 5826 |

January 2016 Figures

| School | AAA | GLC | GRE | MA | JMFECLC | LWC | MS | HS | | Total |
|---------------|------------|------------|------------|------------|------------|------------|-------------|-------------|--|-------------|
| Totals | 608 | 867 | 633 | 387 | 351 | 418 | 1122 | 1401 | | 5787 |

F. SUPERINTENDENT'S REPORT

1. RECOGNITION OF ACHIEVEMENT

Jessica Wegelin, Morris Avenue School Satellite Campus pre-school teacher, was recognized as the Tools of the Mind Pre-kindergarten Teacher of the Month for January. Her tweets were featured on the Tools of the Mind Pre-school twitter page for the month of January.

Sean Kelly, Morris Avenue School kindergarten teacher, was recognized as the Tools of the Mind kindergarten Teacher of the Month for the month of February. His tweets have been featured on the Tools of the Mind kindergarten twitter page for the month of February.

A) SPELLDOWN WINNERS - 2017

The following named students are our 2017 Spelldown winners –
Presented by: A representative of the PTO/A Community Council

Amerigo A. Anastasia School

| | |
|-------------------|--|
| Brandon Bridgelal | 1 st place winner – Grade 5 |
| Ana Martha Vargas | 2 nd place winner – Grade 5 |
| Johan Gomez | 3 rd place winner – Grade 4 |

George L. Catrambone School

| | |
|------------------|--|
| Maria Silva | 1 st place winner – Grade 5 |
| Malica Feratovic | 2 nd place winner – Grade 5 |
| Ariana Ortiz | 3 rd place winner – Grade 5 |

Gregory School

| | |
|--------------|--|
| Summer Sesty | 1 st place winner – Grade 5 |
| John Pallone | 2 nd place winner – Grade 4 |
| Kai'Ree Laws | 3 rd place winner – Grade 5 |

Middle School

| | |
|-----------------|--|
| Brent Archibold | 1 st place winner – Grade 7 |
| Damaris Cuevas | 2 nd place winner – Grade 7 |
| Evan McKnight | 3 rd place winner – Grade 8 |

2. PRESENTATION OF AWARDS

A) DISTRICT VOLUNTEERS - PARENTS

| | |
|-----------------|----------------|
| Donna Battaglia | Melissa White |
| Bill Beckhorn | Dawn Beckhorn |
| Marisol Molina | Beth Vanbueren |
| Shakia West | Mark Garced |

F. SUPERINTENDENT'S REPORT (continued)

2. PRESENTATION OF AWARDS (continued)

B) TEACHER OF THE MONTH - JANUARY

KERI SMITH, Teacher, Middle School, presented by Dr. Critelli

C) SUPPORT STAFF OF THE MONTH - JANUARY

TONI GALLOWAY, Visual & Performing Arts Academy Secretary, Middle School, presented by Dr. Critelli

3. STUDENT COUNCIL LIAISON'S REPORT

Shannon Nutley – 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. Both the Audrey W. Clark School along with the Middle School have a clear vision for the path they would like to set for their student's futures. Focusing on providing the children with as much as they can to help them succeed, the two schools have created new programs as well as an array of other enrichment opportunities so the students can take full advantage of their educational experience. This year the Audrey W. Clark School is directing their attention to the needs of the students by utilizing a "non-traditional classroom" to meet individual learning styles. They have implemented a means to differentiate learning for students with things such as stand-up desks and balance-ball chairs. With this approach to learning, students can work from outside of the box and grasp a wider sense of tolerance and understanding. Similar to the Audrey W. Clark School, the Middle School is following the concept of showing leadership to excel. Starting with promoting career readiness, the staff at the Middle School has brought in over 20 guest speakers to speak about the career path they have chosen. As part of the initiative, students were able to learn the importance of reading in every career background, from pilots to mayors. They are even collectively choosing a single summer reading book that will be studied by the entire school, enabling all three grades to speak about the specific book on a deeper level. With the Audrey W. Clark School and the Middle School preparing their children for future success, it will be easy to say that no matter their strategy of learning, they will all become outstanding adults and add value to the community in the years to come.

4. SCHOOL PRESENTATION

The Long Branch Middle School will have Jazz music set up in the lobby prior to the start of the performance for attendees to listen to and sample. Mr. Robinson will set this up to give guests a taste of some of the prominent African American artists who have contributed to the genre.

The show will begin with an opening line by Mr. Vitarello from the poem "Human Family", written by Maya Angelou. Following the opening line, the spotlight will move to the students who will continue the verses of the poem. Behind them, artwork and posters of African American pioneers will be displayed.

F. SUPERINTENDENT'S REPORT (continued)

4. SCHOOL PRESENTATION (continued)

The spotlight will then return to Mr. Vitarello who will connect the poem to the rest of the presentation and the work that is done at the Middle School. To finish tying the performance together, the Honors Choir will sing an African American folk song, "Tue Tue", and a video will be presented that highlights what specific events or people from African American history have meant to the students and staff of the Middle School.

The Audrey W. Clark School will also present a video connecting Maya Angelou's poem, "Human Family", and students and staff will parade onto the stage reciting a specific line from the poem, while carrying signs that share and promote the successes of the Alternative Academy Program.

G. GENERAL ITEMS

Motion was made by Mr. Parnell, seconded by Mr. Dangler and carried by roll call vote that the Board approve the following items (G1 – G13).

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

1. APPROVAL OF 2017-2018 SCHOOL CALENDAR

That the Board approve the attached 2017-2018 school calendar - **APPENDIX G-1.**

2. APPROVAL TO SUBMIT THE TENTATIVE FY18 SCHOOL BUDGET TO THE COUNTY OFFICE

That the Board approve the submission of the tentative FY18 school budget to the County office on or before March 20, 2017 upon approval from the Finance Committee, the Superintendent of Schools and the School Business Administrator.

3. APPROVAL TO FILE FIELD TRIP NEW JERSEY GRANT

That the Board ratify the filing of the Field Trip New Jersey grant on behalf of the Gregory School in an amount of up to \$700.

That the Board authorize **Roberta Freeman, Chief Academic Officer**, 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.

4. APPROVAL TO ACCEPT FY2017 IMPACT AID FUNDING

That the Board approve the acceptance of FY2017 Impact Aid funding in the amount of \$16,136.90.

That the Board authorize **Roberta Freeman, Chief Academic Officer**, 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 TO FILE SUSTAINABLE JERSEY FOR SCHOOLS SMALL GRANT

That the Board approve/ratify the filing of the Sustainable Jersey For Schools Small Grant in the amount of \$2,000 per school for support of sustainability projects for the High School, Middle School, Audrey W. Clark School, George L. Catrambone School, Amerigo A. Anastasia School, Gregory School and Morris Avenue School.

That the Board authorize **Ann Degan, Facilities Manager**, or her designee, to serve as the district's contact person for the above actions.

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

6. APPROVAL TO PARTICIPATE IN THE FRESH FRUIT AND VEGETABLE PROGRAM

That the Board approve participation in the Fresh Fruit and Vegetable Program for the 2016 - 2017 school year for the following school:

JMF Early Childhood Learning Center (March 1, 2017 start)

\$8,050

G. GENERAL ITEMS (continued)

7. APPROVAL TO ACCEPT SUSTAINABLE JERSEY FOR SCHOOLS GRANT

That the Board approve/ratify the acceptance of the Sustainable Jersey for Schools grant in the amount of \$10,000 for support of sustainability projects for the Joseph M. Ferraina Early Childhood Learning Center.

That the Board authorize **Ann Degan, Facilities Manager**, 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.

8. APPROVAL OF THERAPY DOG

That the Board approve the following services for the 2016-2017 school year:

Olivia, Therapy Dog will make regular weekly or biweekly visits to the special education classes Long Branch Middle School.

9. APPROVAL OF RECAPTURE TECHNOLOGIES TO MANAGE E-RATE SERVICES

That the Board approve Recapture Technologies for research, preparation, filing and administration of the E-rate process, plus telecommunications oversight for the 2017/2018 funding year at a total cost not to exceed \$36,000.

10. APPROVAL TO GO OUT TO BID FOR TRANSPORTATION ROUTES - 2017-2018 SCHOOL YEAR

That the Board approve going out to bid for special education/regular education routes for the 2017-2018 school year.

11. APPROVAL OF AGREEMENT WITH IMAGINE LEARNING

That the Board approve the agreement with Imagine Learning to provide educational software suited to meet the needs of Middle School students at a cost not to exceed \$15,000 to be paid by Title III funding.

12. APPROVAL TO SUBMIT THE FY17 IDEA COMBINED BASIC & PRE-SCHOOL GRANT AMENDMENT

That the Board approve the submission of an amendment to the FY17 IDEA Combined Basic & Pre-School Grant. This amendment enables the FY16 IDEA Carryover Funds to be incorporated into the approved FY17 IDEA budget. The FY16 carryover amounts are as follows:

1. IDEA Basic - \$309,584
2. IDEA Pre-School - \$1,503

That the Board approve **JanetLynn Dudick, Ph.D.**, Assistant Superintendent for Pupil and Personnel Services, 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)

13. APPROVAL OF AGREEMENT WITH SUNNYSIDE EQUESTRIAN CENTER

That the Board approve the agreement with Sunnyside Equestrian Center for student participation in hands on equine science activities while practicing life skills. Students will also engage in horseback riding to fulfill sensory needs at a cost of \$180 per session from February 1, 2017 through April 15, 2017.

Motion was made by Mrs. George, seconded by Mrs. Widdis and carried by roll call vote that the Board approve the following items (G14 – H5).

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

14. GIFTS TO SCHOOLS

That the Board accept the following gifts to schools indicated:

Donated by:

| | |
|----------------------------|---|
| Long Branch VFW #2140 | \$380.00 Monetary Donation & \$220.00 in Toys |
| Junior Achievement | \$540 in Transportation |
| Somerset Aerie F.O.E. 2137 | \$1,500.00 Monetary Donation |

H. PERSONNEL ACTION - (*pending fingerprints)

1. RESOLUTION - EMPLOYEE SUSPENSION WITH PAY

That the Board approve the Resolution to suspend Michael Mazza as listed on APPENDIX H-1.

2. RETIREMENTS

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

AMELIA CRIST, Instructional Assistant, effective July 1, 2017. Mrs. Crist has a total of 27 years and 7 months of service.

ANGELA MANGIONE-BORELLI, Italian teacher, effective July 1, 2017. Mrs. Mangione Borelli has a total of 34 years of service.

JANICE MOZEE, teacher, effective July 1, 2017. Mrs. Mozee has a total of 25 years of service.

PAUL ESCHELBACH, teacher, effective October 31, 2017. Mr. Eschelbach has a total of 41 years of service.

3. RESIGNATION - CONTRACTUAL POSITION

That the Board accept the resignation of the following individuals:

JOSEPH INCORVAIA, Maintenance Worker, effective January 30, 2017.

TENZIN JIGMEY, Chemistry teacher, effective April 8, 2017 or sooner if a suitable replacement is found.

GEORGE MANKBADI, High School teacher, effective February 16, 2017.

MICHAEL MAZZA, instructional assistant, effective March 1, 2017.

H. PERSONNEL ACTION - (continued)

4. RESIGNATION - STIPEND POSITION

That the Board accept the resignation of the following individual:

GABRIELA DEMPSEY, Girls Lacrosse Head Coach, effective February 6, 2017.

5. APPOINTMENT OF PART-TIME BUS DRIVER

That the Board approve the employment of the following named individual as a Part-time bus driver for the 2016-2017 school year:

MARIA QUESADA*, at a salary of \$19,319.00 effective: pending finger prints:
(Acct#:11-000-270-160-000-12-00) (UPC#:1027-12-TRANSP-DVRPT)

Motion was made by Mr. Dangler, seconded by Mr. Covin and carried by roll call vote that the Board approve the following item (H6).

Ayes (8), Nays (0), Abstain (1) Mrs. Widdis, Absent (0)

6. APPROVAL OF LBFT MEMORANDUM OF AGREEMENT FOR JULY 1, 2017 THROUGH JUNE 30, 2020 - APPENDIX H-2

That the Board approve the Long Branch Federation of Teachers Memorandum of Agreement for July 1, 2017 through June 30, 2020 - **APPENDIX H-2**.

Motion was made by Mr. Parnell, seconded by Mrs. George and carried by roll call vote that the Board approve the following items (H7 – H14).

Ayes (8), Nays (0), Abstain (1) Mr. Zambrano, Absent (0)

7. FUNDED PART-TIME AND STIPEND POSTIONS - 2016-2017 SCHOOL YEAR

That the Board approve/ratify the following funded stipend appointments:

BEFORE SCHOOL PROGAM (Funded program)

FAMILY LITERACY SERIES (March 1-29, 2017 at 1.5 hrs*/session)

| | | |
|---------|-------------------|---|
| Teacher | Arminda Rodrigues | \$24.21/hr* |
| | | <i>*(includes compensation for prep period)</i> |

AFTERSCHOOL PROGRAMS (Location: George L. Catrambone School)

Readers Theater, K-2

| | | |
|---------|-------------------|------------|
| Teacher | Robyn Silberstein | \$24.21/hr |
|---------|-------------------|------------|

8. ANNUAL PART-TIME AND STIPEND POSTION - 2016-2017 SCHOOL YEAR

That the Board approve/ratify the following stipend appointment:

DISRICT

| | | |
|---------------------------|---------------|-----------|
| Black Seal Boiler License | Angel Borrero | \$330.00* |
|---------------------------|---------------|-----------|

*(stipend prorated for 6 months effective January 1, 2017)

MIDDLE SCHOOL

| | | |
|------------------|----------------|-------------|
| Night Crew Chief | Miguel Batista | \$1,087.50* |
|------------------|----------------|-------------|

*(stipend prorated for 8.5 months)

| | | |
|---------------------------|--|--------------------------|
| Substitute Lunch Monitors | Katherine D'Elia, Kiley Fallon, Sean Mallon | \$21.36 (per session) |
|---------------------------|--|--------------------------|

*Denotes Personnel sworn in

H. PERSONNEL ACTION - (continued)

Comments from the Athletic Committee Chair (APPENDIX H-3)

9. COACHING/ATHLETIC STIPEND POSITIONS - SPRING 2017

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

HIGH SCHOOL/MIDDLE SCHOOL EVENT WORKERS *(per athletic event fee schedule)*
Shane Baker, Anissa Berry, Veronica Billy, Lauren Bland, Wendy-Nicole Bland, Cynthia Branch, Bruce Clay, Star Cleveland, Margaret Johnson, Dawasia Jones, Nancy Jones, Joseph Lebron, Karla Mendez, Caitlyn Mielcarek, Esther Morales, Deirdre Murray, Sara Ortiz, Kristopher Parker, Gloria Pizarro, Twana Richardson, Terri Roberts, Jessica Rodriguez, John Rogers, Ana Saner, Raphael Silva, Juliette Trombetta, Elsa Villalobos

HIGH SCHOOL

CATEGORY 2

Head Varsity Track Coach

| | | | |
|---------------|--------|--------|------------|
| Terrence King | (Boys) | Step 9 | \$6,400.00 |
|---------------|--------|--------|------------|

Assistant Varsity Track Coaches

| | | | |
|-----------------------------------|---------|--------|------------|
| Michael Dennis, Chad King | (Boys) | Step 6 | \$3,000.00 |
| Anne Marie Cieri, Suraya Kornegay | (Girls) | Step 6 | \$3,000.00 |

Head Varsity Lacrosse Coaches

| | | | |
|------------------|---------|--------|------------|
| John Sneddon | (Boys) | Step 6 | \$5,700.00 |
| Alexa Freguletti | (Girls) | Step 6 | \$5,700.00 |

Assistant Varsity Lacrosse Coach

| | | | |
|------------|--------|--------|------------|
| Frank Vogt | (Boys) | Step 6 | \$3,000.00 |
|------------|--------|--------|------------|

Assistant Varsity Baseball Coach

| | | | |
|------------------|--|--------|------------|
| Benjamin Woolley | | Step 6 | \$3,000.00 |
|------------------|--|--------|------------|

Assistant Varsity Softball Coaches

| | | | |
|-------------------------------|--|--------|------------|
| Shawn O'Neill, Staciann Sarno | | Step 6 | \$3,000.00 |
|-------------------------------|--|--------|------------|

CATEGORY 3

Assistant Varsity Tennis Coach

| | | | |
|---------------|--------|--------|------------|
| Amanda McEwan | (Boys) | Step 6 | \$2,000.00 |
|---------------|--------|--------|------------|

Assistant Varsity Volleyball Coach

| | | | |
|---------------|--------|--------|------------|
| Darnell Tyler | (Boys) | Step 6 | \$2,000.00 |
|---------------|--------|--------|------------|

H. **PERSONNEL ACTION - (continued)**

9. **COACHING/ATHLETIC STIPEND POSITIONS - SPRING 2017 (continued)**

MIDDLE SCHOOL

CATEGORY 2

Assistant Baseball Coaches

| | | |
|-----------------|--------|------------|
| Louis DeAngelis | Step 9 | \$2,600.00 |
| John Jasio | Step 6 | \$2,000.00 |

Assistant Softball Coaches

| | | |
|-------------------------------------|--------|------------|
| Katherine Gooch, Ashley Stubbington | Step 6 | \$2,000.00 |
|-------------------------------------|--------|------------|

Assistant Track Coaches

| | | |
|---------------------------------------|--------|------------|
| Michelle Borghese, Christian Matthews | Step 6 | \$2,000.00 |
|---------------------------------------|--------|------------|

10. **SUBSTITUTE TEACHERS**

That the Board approve the following substitute teachers:

| | |
|----------------|--------------------|
| David Aufiero | Sarah Lieberman |
| Susan Ferro* | Carol Aversa |
| Juan Martinez* | Stephanie Pragosa* |
| Kayvon Paul* | Kevin Rogers |
| John Tocci* | Amy Zambrano* |

11. **SUBSTITUTE INSTRUCTIONAL ASSISTANTS**

That the Board approve the following substitute instructional assistants:

| | |
|-----------------|--------------|
| Judith Whitman* | Susan Ferro* |
| Amy Zambrano* | |

12. **SUBSTITUTE CUSTODIANS**

That the Board approve the following substitute custodians:

| | |
|----------------|----------------|
| Pedro Rosario* | William Medina |
| Joel Sims | |

13. **SUBSTITUTE CORRIDOR AIDES**

That the Board approve the following substitute corridor aides:

| | |
|---------------|-----------------|
| David Aufiero | Michael Bisogna |
| Joel Sims | Travis Hoy |
| Leron Day | Cliff Taylor |

14. **SUBSTITUTE SECRETARY**

That the Board approve the following substitute secretary:

Joshelyn Martinez

H. PERSONNEL ACTION - (continued)

Motion was made by Mr. Parnell, seconded by Mr. Covin and carried by roll call vote that that Board approve the following items (H15 – H20).

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

15. FAMILY/MEDICAL LEAVE OF ABSENCES

That the Board approve/ratify the family/medical leave of absences as listed on - **APPENDIX H-4.**

16. TEACHER/MENTOR PROGRAM

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

MENTEE

Adam Harrington

MENTOR

Matthew Bufano

17. CHANGE OF TRAINING LEVEL

That the Board approve a change in training level for the following individual effective March 1, 2017:

ANDREA SODHI, High School teacher, to move from BA to BA+30 on teacher's salary guide.

18. ATTENDANCE AT CONFERENCES / MEETINGS

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

19. STUDENT TEACHER/INTERN PLACEMENT

That the individual listed to be authorized to conduct their student teaching in the Long Branch Public Schools as indicated during the 2016-2017 school year. Long Branch Public School employees must complete their student teaching and/or internship outside of their contractual hours.

New Jersey City University

Natalie Monroig

Spring 2017 Semester

Gregory School

February-June 2017

Nicole Howell

Comments from the Governance Committee Chair (APPENDIX H-6)

20. GOVERNANCE COMMITTEE MEETING – SECOND AND FINAL READING - ALERT 209

The following items were agreed upon by the consensus of the Governance Committee and are recommended to the full Board for approval as listed on **APPENDIX H-7.**

Motion was made by Mr. Dangler, seconded by Mr. Covin and carried by roll call vote that the Board approve the following item (H21).

Ayes (7), Nays (0), Abstain (2) Dr. Critelli and Mrs. Widdis, Absent (0)

21. APPROVAL OF SIDEBAR AGREEMENT WITH THE LBSEA

That the Board approve the Sidebar Agreement between the Board of Education and the Long Branch School Employees Association (LBSEA) regarding title changes at the Middle School - **APPENDIX H-8.**

I. STUDENT ACTION

Motion was made by Mr. Parnell, seconded by Mr. Covin and carried by roll call vote that the Board approve the following items (I1 – I7)

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

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 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 ATYPICAL OUT OF DISTRICT STUDENTS AND TRANSPORTATION NEEDS FOR THE 2016-2017 SCHOOL YEAR**

That the Board approve/ratify the placement of, and provide transportation for the 2016 - 2017 school year for the following out of district students:

ATLANTIC CITY PUBLIC SCHOOL

ATLANTIC CITY, NEW JERSEY

Tuition: \$6,798.20/Student

Transportation

Effective Dates: 9-20-2017 to 12-19-2017

ID#: 5484565831, classified as Eligible for Special Education and Related Services

MOESC-BEST ACADEMY

TINTON FALLS, NEW JERSEY

Tuition: \$26,316.00/Student

Transportation

Effective Dates: 1-3-2017 to 6-30-2017

ID#: 8144527619, classified as Eligible for Special Education and Related Services

CHERRY HILL PUBLIC SCHOOL

CAMDEN, NEW JERSEY

Tuition: \$8,896.35/Student

Transportation

Effective Dates: 12-1-2016 to 6-16-2017

ID# 2813267120, classified as Eligible for Special Education and Related Services

CHILDREN'S CENTER OF MONMOUTH COUNTY

NEPTUNE, NEW JERSEY

Tuition: \$24,986.60/Student

Transportation

Effective Date: 2-2-2017 to 6-22-2017

ID#: 9109804028, classified as Eligible for Special Education and Related Services

COASTAL LEARNING CENTER/SOUTH

HOWELL, NEW JERSEY

Tuition: \$6,000.00/Student

Transportation

Effective Dates: 1-25-2017 to 2-7-2017

ID#: 9091747224, classified as Eligible for Special Education and Related Services

I. **STUDENT ACTION (continued)**

4. **PLACEMENT OF ATYPICAL OUT OF DISTRICT STUDENTS AND TRANSPORTATION NEEDS FOR THE 2016-2017 SCHOOL YEAR (continued)**

CPC/HIGH POINT ELEMENTARY & ADOLESCENT SCHOOL

MORGANVILLE, NEW JERSEY

Tuition: \$31,678.24/Student

Transportation

Effective Dates: 1-30-2017 to 6-17-2017

ID#: 4604646477, classified as Eligible for Special Education and Related Services

LEGACY TREATMENT SERVICES AND MARY A. DOBBIN'S SCHOOL

MOUNT HOLLY, NEW JERSEY

Tuition: \$262.82/Day

Transportation

*Extraordinary Services: \$17,031.25

Effective Dates: 1-3-2017 to 6-30-2017

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

NEPTUNE TWP SCHOOL DISTRICT

NEPTUNE, NEW JERSEY

Tuition: \$28,524.40/Student

Transportation

Effective Dates: 12-16-2016 to 6-16-2017

ID#: 5496532531, classified as Eligible for Special Education and Related Services

SHORE CENTER FOR STUDENTS WITH AUTISM

TINTON FALLS, NEW JERSEY

Tuition: \$43,377.50 /Student

Transportation

Counseling Services: \$82.00/Hour

Effective Dates: 10-24-2016 to 6-30-2017

ID#: 8132778924, classified as Eligible for Special Education and Related Services

5. **APPROVAL OF TRANSPORTATION WITH GLOUCESTER TOWNSHIP BOARD OF EDUCATION**

That the Board approve the transportation for student ID# 1543242997 at Archway Program at a cost of \$140.00 per diem for 7 days (October 4, 2016 to October 13, 2016), total cost to the district not to exceed \$980.00.

6. **APPROVAL OF TRANSPORTATION AGREEMENT WITH SOMERSET COUNTY EDUCATIONAL SERVICES COMMISSION**

That the Board approve transportation for student ID# 20274297 in foster care in Somerset County at a cost of \$392.80 per diem for approximately 63 days at a total cost not to exceed \$19,328.40.

7. **CORRECTIONS/REVISIONS TO MINUTES**

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

January 25, 2017

FAMILY/MEDICAL LEAVE OF ABSENCE USING SICK DAYS

CANDICE BIDNER, Middle School teacher, from March 1, 2017 to April 20, 2017.

This should have read February 13, 2017 to March 15, 2017.

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

January 25, 2017 (continued)

ANA SANER, High School instructional assistant, from December 14, 2016 to December 25, 2016. This should have read December 15, 2016 to December 25, 2016.

FAMILY/MEDICAL LEAVE OF ABSENCE WITHOUT PAY

CANDICE BIDNER, Middle School teacher, from April 21, 2017 to June 30, 2017. This should have read March 16, 2017 to March 30, 2017.

November 30, 2016

FAMILY/MEDICAL LEAVE OF ABSENCE USING SICK DAYS

SARA HARRIS, Middle School teacher, from January 3, 2017 to January 27, 2017. This should have read from December 14, 2016 to January 18, 2017.

FAMILY/MEDICAL LEAVE OF ABSENCE WITHOUT PAY

SARA HARRIS, Middle School teacher, from January 28, 2017 to April 4, 2017. This should have read from January 19, 2017 to April 4, 2017.

October 19, 2016

FAMILY/MEDICAL LEAVE OF ABSENCE USING SICK DAYS

JEANA COLLINS, Lenna W. Conrow School teacher, from December 2, 2016 to March 8, 2017. This should have read from November 29, 2016 to March 6, 2017.

FAMILY/MEDICAL LEAVE OF ABSENCE WITHOUT PAY

JEANA COLLINS, Lenna W. Conrow School teacher, from March 9, 2017 to June 30, 2017. This should have read from March 7, 2017 to June 30, 2017.

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

No one addressed the Board.

L. **ADJOURNMENT – 7:51 P.M.**

There being no further discussion, motion was made by Mrs. Widdis, seconded by Mr. Covin and carried by roll call vote that the Board adjourn the meeting at 7:51 P.M.
Ayes (9), Nays (0), Absent (0)

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

Long Branch Public Schools

2017-2018 School Calendar

| Su | M | Tu | W | Th | F | Sa |
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| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

KEY

| | |
|---|---|
|  | School Closed For Staff and Students |
|  | First Day of School for Students |
|  | Professional Day for Staff/Closed for Students |
|  | Professional Day for Staff/1/2 Day for Students |
|  | Schools Closed Due to Inclement Weather |

Total Number of Days

180 = Students

183 = Staff

186 = New Certified Staff (August 29-31, 2017)

Note: In the event of school closings due to inclement weather, the calendar will be adjusted as follows:

1st Inclement weather day: Schools open on February 16, 2018 (If Snow Day occurs prior to January 30)

2nd Inclement weather day: Schools open on May 25, 2018 (If Snow Day occurs after January 30)

3rd + Inclement weather day: Extended School Year June 18, 2018 +

Parent Conferences have been scheduled according to each school. Please contact your child's school for conference dates.

SUMMARY OF DAYS

| Month | Students | Staff |
|---|------------|------------|
| September | 18 | 20 |
| October | 21 | 22 |
| November | 18 | 18 |
| December | 15 | 15 |
| January | 21 | 21 |
| February | 18 | 18 |
| March | 21 | 21 |
| April | 16 | 16 |
| May | 21 | 21 |
| June | 11 | 11 |
| Total | 180 | 183 |
| New staff attends August 29-31, 2017 for New Teacher Orientation | | |

Long Branch Public Schools Calendar 2017 -2018 School Year

2017

| | |
|------------------------------------|---|
| Tuesday, August 29 | New Teacher Orientation: All New Certified Staff |
| Wednesday, August 30 | New Teacher Orientation: All New Certified Staff |
| Thursday, August 31 | New Teacher Orientation: All New Certified Staff |
| Friday, September 1 | Schools Closed for Students: PD Day for Staff |
| Monday, September 4 | Labor Day: Schools Closed |
| Tuesday, September 5 | Schools Closed for Students: PD Day for Staff |
| Wednesday, September 6 | First day of School: Welcome Back! |
| Monday, October 9 | Columbus Day: Schools Closed- PD Day for Staff |
| Thurs, Nov 9 – Fri, Nov 10 | NJEA Convention: Schools Closed |
| Thurs, Nov 23 – Fri, Nov 24 | Thanksgiving Recess: School Closed |
| Fri, Dec 22 – Mon, Jan 1 | Winter Recess: Schools Closed |

2018

| | |
|--------------------------------------|--|
| Tuesday, January 2 | Schools Reopen: Welcome Back! |
| Monday, January 15 | Martin Luther King Day: Schools Closed |
| Friday, January 26 | ½ Day for Students: PD Day for Staff |
| Fri, Feb 16 – Mon, Feb 19 | President's Day Weekend: Schools Closed |
| Friday, March 23 | ½ Day for Students: PD Day for Staff |
| Fri, Mar 30 – Fri, April 6 | Spring Recess: Schools Closed |
| Monday, April 9 | Schools Reopen: Welcome Back! |
| Friday, April 27 | ½ Day for Students: PD Day for Staff |
| Friday, May 18 | ½ Day for Students: PD Day for Staff |
| Fri, May 25 – Mon, May 28 | Memorial Day Weekend: Schools Closed |
| Thurs, June 14 – Fri, June 15 | ½ Day for Students: PD Day for Staff |
| Friday, June 15 | Last day for Students & Staff |

Note: School calendar subject to revision due to inclement weather conditions/emergency closings.

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, suspended with pay **MICHAEL MAZZA**, instructional assistant, effective February 16, 2017 pending the results of an investigation.

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

Ayes: 9
Nays: 0
Absent: 0
Date: February 22, 2017

Memorandum of Agreement
 Between
 Long Branch Board of Education
 ~ and ~
 Long Branch Federation of Teachers

The undersigned parties have reached tentative agreement on the following modifications to the 2016-2017 collective bargaining agreement between the parties. The within agreements are subject to ratification by both parties at the conclusion of negotiations.

- 1.) All provisions of the 2016-2017 agreement shall be continued without change into the successor agreement except as set forth herein and/or attached hereto.
- 2.) The successor agreement shall be from **July 1, 2017 through June 30, 2020**
- 3.) Article 7, (page 16) B. Paragraph 3- Waiver shall be modified to read as follows "Any bargaining unit member who chooses to waive all health, dental, and prescription coverage for the full contract year **shall receive a maximum reimbursement of \$1,250.00 in two equal payments; one in December and one in June other than those (10 employees) who waived coverage(s) prior to July 1, 2016.**
- 4.) Schedule B: **Effective July 1, 2017** The parties agree to mutually develop the salary guides for Attendance Officer, Technicians, Full Time Bus Drivers, Part Time Bus Drivers, Full Time Bus Aides, Part Time Bus Aides, Instructional Assistants, Substitute callers, School Based Youth Services Program Staff: Nurse Practitioner, Student Assistance Counselors, District Safety Officer-Liaison, and Student Information Systems Liaison, shall be increased by **3.1%** inclusive of increment.

Salaries for Full Time Bus Drivers, Part Time Bus Drivers, Full Time Bus Aides, Part Time Bus Aides, and Instructional Assistants shall be based on 182 work days.

Schedule B: **Effective July 1, 2018** The parties agree to mutually develop the salary guides for Attendance Officer, Technicians, Full Time Bus Drivers, Part Time Bus Drivers, Full Time Bus Aides, Part Time Bus Aides, Instructional Assistants, Substitute callers, School Based Youth Services Program Staff: Nurse Practitioner, Student Assistance Counselors, District Safety Officer-Liaison, and Student Information Systems Liaison, shall be increased by **3.1%** inclusive of increment.

Salaries for Full Time Bus Drivers, Part Time Bus Drivers, Full Time Bus Aides, Part Time Bus Aides, and Instructional Assistants shall be based on 182 work days.

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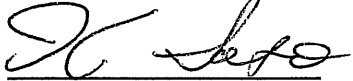
Salaries for Full Time Bus Drivers, Part Time Bus Drivers, Full Time Bus Aides, Part Time Bus Aides, and Instructional Assistants shall be based on 182 work days.

- 5.) Article 7 (page 16)– **Insurance Protection, Effective July 1, 2019 all prescription co-pays will increase by \$5 (five dollars); and the Emergency Room co-pay will increase to \$50 (fifty dollars).**

- 6.) **Article 7, New Paragraph – Chapter 78 contributions – Effective July 1, 2017 and continuing thereafter, the contribution for all bargaining members in this unit shall be frozen at their July 1, 2016 dollar value/contribution.**
- 7.) All of terms and conditions not contained herein shall remain status quo.

In witness whereof, the parties have affixed their respective signatures this 1 day of Feb, 2017.

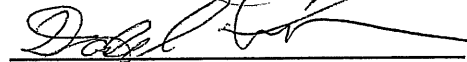
For the Federation

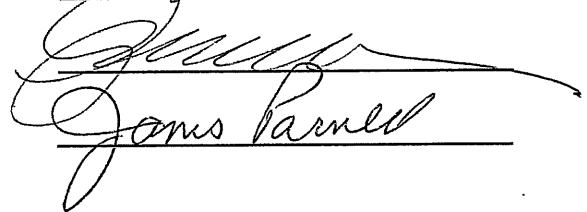


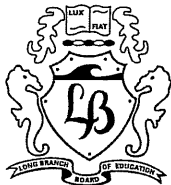


For the Board of Education






James Parnell



ATHLETIC COMMITTEE MINUTES

February 7, 2017

COMMITTEE MEMBERS:

James Parnell, Chair
Mary George
Bill Dangler
Caroline Bennett

ADMINISTRATORS:

Michael Salvatore, Ph.D.
Alvin Freeman, Ed.D.
Jason Corley, CAA

DISCUSSION:

- I. NJSIAA: Pitch Count Rule
 - Pilot Program
 - 2nd Reading – Feb. 8, 2017
- II. Athletic Event Fee Proposal
 - Proposal vs Old Scale
- III. Department Procedures & Policies
 - Staffing coaching personnel
 - Criteria for adding/deleting a sport/level
 - Coaching appointment procedures
 - Certified/Non-Certified coaches
 - Para Professional Coaching Aide
- IV. NJSIAA: Proposal for a New Transfer Rule
 - July 1, 2017
 - 2nd Reading – Feb. 8, 2017

ATHLETICS COMMITTEE GOALS

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-athlete; educational code; NJ statute; Federal guidelines; and policy revisions pertaining to athletics.

INTENTION TO RETURN FROM FAMILY/MEDICAL LEAVE OF ABSENCE

NICHOLETTE BALLARD, Pupil Personnel Services social worker, effective January 3, 2017.
LAUREN BLAND, Morris Avenue School instructional assistant, effective January 2, 2017.
BRIDGETTE BURTT, District Grants Coordinator, effective February 9, 2017.
ROBERT CLARK, High School teacher, effective January 31, 2017.
SAMANTHA COVERT-PINCA, High School teacher, effective April 5, 2017.
JOANNA CRISTOFARO, Audrey W. Clark School instructional assistant effective February 8, 2017.
ADRIANA DeFILLIPO, Morris Avenue School, instructional assistant effective February 6, 2017.
RALPH DeFILLIPO, Middle School corridor aide, effective February 7, 2017.
DONNA FOGLER, Gregory School teacher, effective January 3, 2017.
LUCILLE BRIONES-GORMAZ, Gregory School secretary, effective December 21, 2016.
ANDREA KELLY, High School teacher, effective February 1, 2017.
DEBRA LANGEL, Lenna W. Conrow School instructional assistant, effective January 3, 2017.
CYNTHIA MURPHY, District confidential secretary, effective January 23, 2017.
KENDRA ROBINSON, Pupil Personnel Services social worker, effective January 3, 2017.
KRISTOPHER SOTO, Transportation driver, effective January 23, 2017.

FAMILY/MEDICAL LEAVE OF ABSENCE USING SICK DAYS

ROBERT CLARK, High School teacher, from January 13, 2017 to January 30, 2017.
DONNA CRUPI, Middle School teacher, from November 8, 2016 to February 10, 2017.
RALPH DeFILLIPO, Middle School corridor aide, from January 30, 2017 to February 6, 2017.
WILLIAM DIADDEZIO, District Construction Coordinator, from January 3, 2017 to February 3, 2017.
MARGARET DOS SANTOS, George L. Catrambone School teacher, from January 31, 2017 and February 7, 2017.
DONNA FOGLER, Gregory School teacher, from November 7, 2016 to November 14, 2016.
HANNA GREENWOOD-GODELL, Amerigo A. Anastasia School teacher, from February 13, 2017 to March 8, 2017.
ESTHER MORALES, Middle School instructional assistant, from February 8, 2017 to March 8, 2017.
JOYCE PALMER, Business Office confidential secretary, from February 23, 2017 to April 7, 2017.
KENDRA ROBINSON, Pupil Personnel Services social worker, from December 2, 2016 to January 2, 2017.
ROSEMARY TOFFEL, Joseph M. Ferraina Early Childhood Learning Center instructional assistant, from February 10, 2017 to May 5, 2017.

FAMILY/MEDICAL LEAVE OF ABSENCE USING PAID DAYS

CARYN BERMAN, George L. Catrambone School instructional assistant, from January 3, 2017 to January 10, 2017.

STAR CLEVELAND, Morris Avenue School instructional assistant, from February 27, 2017 to March 14, 2017.

JOANNA CRISTOFARO, Audrey W. Clark School instructional assistant, from January 31, 2017 to February 3, 2017.

ADRIANA DEFILLIPO, Morris Avenue School, instructional assistant from January 31, 2017 to February 3, 2017.

MARGARET DOS SANTOS, George L. Catrambone School teacher, from February 8, 2017 and February 10, 2017.

DONNA FOGLER, Gregory School teacher, from November 15, 2016 to December 22, 2016.

TIFFANY RAWLS-DILL, Pupil Personnel Services secretary, from January 9, 2017 to January 13, 2017.

FAMILY/MEDICAL LEAVE OF ABSENCE WITHOUT PAY

CARYN BERMAN, George L. Catrambone School instructional assistant, from January 11, 2017 to March 23, 2017.

STAR CLEVELAND, Morris Avenue School instructional assistant, from March 15, 2017 to March 31, 2017.

MARGARET DOS SANTOS, George L. Catrambone School teacher, from February 13, 2017 to June 30, 2017.

HANNA GREENWOOD-GODELL, Amerigo A. Anastasia School teacher, from March 9, 2017 to June 30, 2017.

BONNIE LARSEN, Morris Avenue School instructional assistant, from January 14, 2017 to February 9, 2017.

EXTENSION FAMILY/MEDICAL LEAVE OF ABSENCE USING SICK DAYS

CYNTHIA MURPHY, District confidential secretary, from January 3, 2017 to January 20, 2017.

CONFERENCES

APPENDIX H-5

Note: The following staff members are being approved only for registration and mileage (not to exceed \$.31 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:

Bridgett Burt **\$226.00**

Funded Grant Supervisor, to attend the 4th Annual New Jersey School Boards Association Technology Conference sponsored by New Jersey School Boards Association to be held in The Conference Center at Mercer, West Windsor, NJ on March 2, 2017 (ACCT#11-000-230-585-390-44).

Jason M. Corley, CAA **not to exceed \$951.00**

Athletic Administrator, to attend the 57th Annual State Athletic Directors Conference sponsored by Directors of Athletics Association of New Jersey to be held in Atlantic City, NJ on March 13-16, 2017 (ACCT#15-402-100-500-220-14-00).

Lauren Crupi **\$204.00**

3rd Grade Teacher, to attend the Gifted Education: Defining and Refining Success sponsored by New Jersey Association for Gifted Children Conference to be held in Mercer County Community College, West Windsor, NJ on March 17, 2017. (ACCT #15-190-100-320-100-07-00).

Ashley Gwathney **\$482.00**

Student Advisor, to attend the National Association of Social Workers-New Jersey sponsored by National Association of Social Workers - New Jersey Chapter to be held in Borgata Hotel & Casino, Atlantic City, NJ on April 30, 2017 thru May 2, 2017 (ACCT#15-190-100-320-10-07-00).

Melissa Joyce **\$204.00**

4th Grade Teacher Math & Science, to attend the Gifted Education: Defining and Refining Success sponsored by New Jersey Association for Gifted Children Conference to be held in Mercer County Community College, West Windsor, NJ on March 17, 2017. (ACCT #15-190-100-320-100-07-00).

Bonnie Molina **\$172.00**

Bilingual Supervisor, to attend the New Jersey Teachers of English to Speakers of Other Languages/ New Jersey Bilingual Educators to be held in Hyatt Regency Hotel, New Brunswick, NJ on May 31, 2017 thru June 2, 2017. (ACCT #20-242-200-500-242-25-00).

Michael Salvatore, Ph.D **not to exceed \$2,650.00**

Superintendent of Schools, to attend 2017 ISTE Conference sponsored by ISTE to be held in San Antonio, TX on June 24-28, 2017 (ACCT#11-000-230-585-390-12-44).

Gary Vecchione **\$265.00**

Asst. Facilities Manager, to attend New Jersey School Buildings and Grounds Association sponsored by New Jersey School Buildings and Grounds Association of New Jersey Expo 2017 in Atlantic City, NJ on March 13-15, 2017.

Laura Widdis

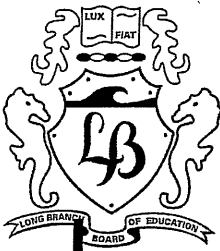
\$204.00

5th Grade Teacher, to attend the Gifted Education: Defining and Refining Success sponsored by New Jersey Association for Gifted Children Conference to be held in Mercer County Community College, West Windsor, NJ on March 17, 2017. (ACCT #15-190-100-320-100-07-00).

Leading for Quality

not to exceed \$360.00

Kelly McOmber, 21st Century Director, Elizabeth Muscillo, Site Coordinator, Doreen Regan, Site Coordinator, to attend Leading For Quality sponsored by New Jersey School-Age Care Coalition to be held in Westfield, NJ on March 15 - 17, 2017 (ACCT#20-469-200-580-469-20-10).



MINUTES

APPENDIX H-6

LONG BRANCH PUBLIC SCHOOLS
Long Branch, New Jersey

GOVERNANCE COMMITTEE MEETING

February 8, 2017

6:15 pm

COMMITTEE MEMBERS:

Rose Widdis, Chair
Michele Critelli, Ed.D.
Avery Grant
Don Covin

ADMINISTRATORS:

Michael Salvatore, Ph.D.
Alvin L. Freeman, Ed.D.
Peter E. Genovese, III
Alisa Aquino

Policy Alert – 210 – First reading

1510 – Americans with Disabilities Act (Revised)

Policy Guide 1510 has been revised, but due to major changes enacted in the Americans with Disabilities Act (ADA) Amendments Act of 2008 specifying how the definition of "disability" should be interpreted and applied, Policy Guide 1510 has been revised while Regulation Guide 1510 should be replaced with the new Regulation Guide 1510 included in this Alert. The intent of Congress in the amendment was to reassert a broad scope of protection under the ADA. Significant changes as summarized in the ADA Amendments Act Final Rule, which became effective October 11, 2016, are included in the new Regulation Guide and include, but are not limited to:

- Applying the definition of "disability" "more generously" without demanding "extensive analysis." The new regulations restore the original intent of the ADA in "making it easier for an individual to establish that he or she has a disability."
- Clarifying that an impairment that substantially limits a major life activity need not also limit other major life activities to be considered a disability.
- Noting that impairments that are episodic or in remission are considered disabilities if the impairment would substantially limit a major life activity when in the active state.
- Expanding the definition of what may constitute a "major life activity."
- Policy Guide 1510 has removed reference to Section 504 as new Policy and Regulation Guides 2418 added Section 504 are included in this Policy Alert.

Policy Guide 1510 is **MANDATED**

Regulation Guide 1510 is **MANDATED**

2415.30 – Title I - Educational Stability for Children in Foster Care (New)

School districts recently received a NJDOE Memorandum dated October 4, 2016 requiring school districts to have policies and procedures in place by December 10, 2016 to ensure the educational stability for children in foster care. The Memorandum also indicates school districts will receive further written guidance on how to implement these requirements. Strauss Esmay contacted the NJDOE and the Division of Children and Families (NJDCF) representatives listed on the Memorandum who provided supporting documentation to our office. These representatives indicated they did not know when the policy guidance referenced in the Memorandum would be provided to school districts. Therefore, in order for school districts to have a Policy adopted and in place for December 10, 2016, Strauss Esmay developed a new Policy Guide 2415.30 – Title I – Educational Stability for Children in Foster Care. This new Policy Guide addresses the requirements outlined in the October 4, 2016 Memorandum and additional requirements outlined in the supporting documentation. This Policy Guide will likely need to be revised after the NJDOE/NJDCF guidance is developed and provided to school districts. It is recommended this Policy Guide be adopted by the Board to comply with the December 10, 2016 implementation date with the understanding this Policy Guide will be revised once written guidance is provided from the NJDOE/NJDCF. This Policy Guide has been available on Strauss Esmay's website since November 3, 2016.

Policy Guide 2415.30 is **MANDATED**

2418 – Section 504 of the Rehabilitation Act of 1973 -- Students (New)

Policy and Regulation Guides 2418 are new. Section 504 of the Rehabilitation Act of 1973 was previously referenced in Policy Guide 1510 which is updated in this Policy Alert. These new Policy and Regulation Guides reflect the broadened interpretation of "disability" in the implementation of this legislation. Section 504 for students is now presented in Policy and Regulation Guides 2418.

Policy Guide 2418 is **MANDATED**

Regulation Guide 2418 is **MANDATED**

5116 – Education of Homeless Children (Revised)

Policy and Regulation Guides 5116 – Education of Homeless Children have been revised to incorporate current administrative code, N.J.A.C. 6A:17-2. These Guides expand the definition of a homeless child; require additional responsibilities of the district's homeless liaison; and require an immediate decision and enrollment of a homeless child pending resolution of a dispute. A homeless Policy and Regulation Guide is not required by statute or code, but these Guides are highly recommended to be adopted by the Board as these Guides provide important guidance in this area and are aligned with the statute and administrative code.

Policy Guide 5116 is **RECOMMENDED**

Regulation Guide 5116 is **RECOMMENDED**

5330.04 – Administering an Opioid Antidote (New)

The “Overdose Prevention Act” approved by the Legislature and signed by the Governor provides immunity from civil and criminal liability to a health care professional or pharmacist who prescribes or dispenses an opioid antidote to a person capable, in the judgment of the health care professional, of administering an opioid antidote in an emergency. In addition, the Act provides similar immunity to non-health care professionals who in an emergency administers an opioid antidote to a person who the person believes, in good faith, is experiencing an opioid overdose.

There is no current statute or administrative code that addresses the issue of administering an opioid antidote in New Jersey’s schools. However, the New Jersey Department of Education (NJDOE) provided a Memorandum to school districts on May 24, 2016 stating, “it is the position of the New Jersey Department of Education (NJDOE) that school districts may develop and adopt policies and procedures to maintain and administer opioid antagonists (naloxone) to any student, school personnel, or other person believed to be experiencing an opioid overdose during school hours or during on-site school-sponsored activities to block the opioids life threatening effects.” The Memorandum also provided a list of considerations for school districts to consider in developing a policy and procedure. This Memorandum generated a considerable number of inquiries by school districts seeking policy guidance.

Administration of medication by a school nurse to students, self-administration of medication by a student, administration of epinephrine, administration of asthma medication, and administration of glucagon are addressed in N.J.S.A. 18A or N.J.A.C. 6A. However, there is no statute or administrative code regarding the administration of an opioid antidote by school employees to students, staff, and others. Therefore, developing a Policy Guide on administering an opioid antidote in the public school environment is difficult.

Strauss Esmay has developed Policy Guide 5330.04 – Administering an Opioid Antidote. This Guide takes a conservative approach in administering an opioid antidote in a public school. Policy Guide 5330.04 designates the certified school nurse as the only person in the school district authorized to administer an opioid antidote. The school physician who prescribes the antidote must deem the person capable of administering the antidote and the physician must ensure the person administering the antidote receives overdose prevention information according to the Act. Therefore, this Policy Guide presumes it would be reasonable for a school physician to determine a certified school nurse would meet this criteria.

The NJDOE Memorandum indicates a Policy Guide may include an option for volunteer, unlicensed school personnel to be trained through a DHS-endorsed program to administer an opioid antidote. Absent any express provision in N.J.S.A. 18A or N.J.A.C. 6A, a school physician may be less likely to prescribe an opioid antidote to a school district knowing a person other than a certified school nurse may be administering the opioid antidote under the prescription. A district that is considering the option of having a staff member other than the certified school nurse administer an opioid antidote should review this issue with the Board Attorney and school physician.

This Policy Guide addresses the considerations listed in the NJDOE Memorandum and it requires the Policy Guide be reviewed by the school physician and Board Attorney before Board adoption and whenever revised. The school physician's involvement is integral as the school physician must deem a person capable of administering the antidote and must ensure that person receives overdose prevention information before prescribing the antidote.

Policy Guide 5330.04 is **SUGGESTED**

8330 – Student Records (Revised)

N.J.A.C. 6A:32 – School District Operations was recently revised and adopted requiring revisions to Policy and Regulation Guides 8330. N.J.A.C. 6A:32-7 – Student Records requires revisions to Policy and Regulation Guides 8330 – Student Records. The revisions are not significant as the new code addresses the use and storage of electronic records, revises the parent appeal process to require a parent to appeal to the Board of Education before appealing to the Commissioner of Education, and several minor issues of clarification. The Policy Guide has been revised to avoid duplicating many of the same provisions that are also included in the Regulation Guide. The Policy Guide distinguishes the difference between a Student Information Directory and a School Contact Directory for Official Use and highlights the requirement that a parent may inform the district to exclude information from the Student Information Directory and School Contact Directory.

Policy Guide 8330 is **MANDATED**

Regulation Guide 8330 is **MANDATED**

8130 – School Organization (Revised)

8550 – Outstanding Food Service charges (Revised)

GOALS:

The committee members will actively participate in professional dialog pertaining to policy with specific focus towards the common core state standards, teacher evaluation, student growth objectives, student growth percentiles and PARCC.

The committee members will seek professional learning experiences pertaining to policy with specific focus towards: common core state standards, teacher evaluation, student growth objectives, student growth percentiles, and PARCC.

POLICY COMMITTEE MEETING – SECOND AND FINAL READING - ALERT #209

| | | |
|--------------------------|---|--|
| Update of Policy #1220 | - | Employment of Chief School Administrator |
| Update of Policy #1310 | - | Employment of School Business Administrator/Board Secretary |
| Update of Policy #3111 | - | Creating Positions |
| Update of Policy #3124 | - | Employment Contract |
| Update of Policy #3125 | - | Employment of Teaching Staff Members |
| Update of Policy #3125.2 | - | Employment of Substitute Teachers |
| Update of Policy #3126 | - | District Mentoring Program |
| Update of Policy #3141 | - | Resignation |
| Update of Policy #3144 | - | Certification of Tenure Charges |
| Update of Policy #3159 | - | Teaching Staff Member/School District Reporting Responsibilities |
| Update of Policy #3231 | - | Outside Employment as Athletic Coach |
| Update of Policy #3240 | - | Professional Development for Teachers and School Leaders |
| Update of Policy #3244 | - | In-Service Training |
| Update of Policy #4159 | - | Support Staff Member/School District Reporting Responsibilities |
| Update of Policy #5305 | - | Health Services Personnel |
| Update of Policy #5350 | - | Student Suicide Prevention |
| Update of Policy #9541 | - | Student Teacher/Interns |
| Update of Policy #1140 | - | Affirmative Action Program |
| Update of Policy #1523 | - | Comprehensive Equity Plan |
| Update of Policy #1530 | - | Equal Employment Opportunities |
| Update of Policy #1550 | - | Affirmative Action Program for Employment and Contract Practices |
| Update of Policy #2200 | - | Curriculum Content |
| Update of Policy #2260 | - | Affirmative Action Program for School and Classroom Practices |
| Update of Policy #2411 | - | Guidance Counseling |
| Update of Policy #2423 | - | Bilingual and ESL Education |
| Update of Policy #2610 | - | Educational Program Evaluation |
| Update of Policy #2622 | - | Student Assessment |
| Update of Policy #5750 | - | Equal Educational Opportunity |
| Update of Policy #5755 | - | Equity in Educational Programs and Services |
| Update of Policy #5339 | - | Screening for Dyslexia |
| Update of Policy #5460 | - | High School Graduation |
| Update of Policy #5514 | - | Student Use of Vehicles on School Grounds |
| Update of Policy #7481 | - | Unmanned Aircraft Systems |
| Update of Policy #8441 | - | Care of Injured and Ill Persons |
| Update of Policy #8454 | - | Management of Pediculosis |
| Update of Policy #8630 | - | Bus Driver/Bus Aide Responsibility |

POLICY COMMITTEE MEETING – SECOND AND FINAL READING - ALERT #209

- | | | |
|----------------------------|---|--|
| Update of Regulation #2414 | - | Programs and Services for Students in High Poverty and in High Need School Districts |
| Update of Regulation #3126 | - | District Mentoring Program |
| Update of Regulation #3144 | - | Certification of Tenure Charges |
| Update of Regulation #3240 | - | Professional Development for Teachers And School Leaders |
| Update of Regulation #3244 | - | In-Service Training |
| Update of Regulation #5330 | - | Administration of Medication |
| Update of Regulation #5350 | - | Student Suicide |
| Update of Regulation #1530 | - | Equal Employment Opportunity Complaint Procedure |
| Update of Regulation #2200 | - | Curriculum Content |
| Update of Regulation #2411 | - | Guidance Counseling |
| Update of Regulation #2423 | - | Bilingual and ESL Education |
| Update of Regulation #5514 | - | Student Use of Vehicles |
| Update of Regulation #8441 | - | Care of Injured and Ill Persons |
| Update of Regulation #8630 | - | Emergency School Bus Procedures |

Monthly HIB Report

Reporting Period - January 6, 2017 – February 21, 2017

Summary:

Total: Eight (8) HIB investigations, six (6) confirmed

Amerigo A. Anastasia School

Two (2) investigations, two (2) incidents confirmed as HIB

High School

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

Middle School

Five (5) investigations, three (3) incidents confirmed as HIB

PLACEMENT/TERMINATION OF STUDENTS ON HOME INSTRUCTION

PLACEMENT OF STUDENTS ON HOME INSTRUCTION

ID# 3218943976, Non-Classified Student

NOTE: Student has been placed on Home Instruction due to medical condition.

ID# 6903559436, Non- Classified Student

NOTE: Student has been admitted to the Children's Crisis Intervention Unit of Monmouth Medical Center on 1/13/17 Education Inc. is the contracted provider of Instruction. The Instruction cost will be billed at the rate of \$49.00/hour for 10 hours per week.

ID# 4772959297, Classified Student

NOTE: Student has been placed on Home Instruction due to medical condition.

ID# 4995140861, Non-Classified Student

NOTE: Student has been placed on Home Instruction due to medical condition.

ID#6885112758, Non-Classified Student

NOTE: Student has been admitted to the Children's Crisis Intervention Unit of Monmouth Medical Center on 1/19/17. Education Inc. is the contracted provider of Instruction. The Instruction cost will be billed at the rate of \$49.00/hour for 10 hours per week.

ID# 9109804028, Classified Student

NOTE: Student has been placed on home instruction until an alternative placement is found and agreed upon.

ID#3821065244, Non-Classified Student

NOTE: Student has been placed on Home Instruction due to medical conditions.

TERMINATION OF STUDENTS ON HOME INSTRUCTION

ID# 6903559436, Non-Classified Student

NOTE: Student has been cleared to return back to school.

ID# 7672556732, Classified Student

NOTE: Student has been cleared to return back to school.

ID# 5327701945, Classified Student

NOTE: Student has been cleared to return back to school.

ID# 4604646477, Classified Student

NOTE: Student has been cleared to return back to school.

TERMINATION OF STUDENTS ON HOME INSTRUCTION (continued)

ID# 2154372816, Classified Student

NOTE: Student has been cleared to return back to school.

ID# 5831327822, Classified Student

NOTE: Student has been cleared to return back to school.

ID# 5221050016, Non-Classified Student

NOTE: Student has been cleared to return back to school.

ID# 4962698446, Non-Classified Student

NOTE: Student has been cleared to return back to school.

ID# 5527881824, Non- Classified Student

NOTE: Student has been cleared to return back to school.

ID# 4263123298, Non-Classified Student

NOTE: Student has been cleared to return back to school.

ID# 3218943976, Non-Classified Student

NOTE: Student has been cleared to return back to school.

ID# 9109804028, Classified Student

NOTE: Student has been cleared to return back to school.

ID# 6885112758, Non- Classified Student

NOTE: Student has been cleared to return back to school.

ID# 7010600721, Classified Student

NOTE: Student has been cleared to return back to school.