

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

**MINUTES**

**MARCH 16, 2022**

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

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

**ROLL CALL**

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

Dr. Critelli  
Mr. Zambrano - absent  
Mr. Covin

Mrs. Peters  
Ms. Benosky  
Mr. Ferraina

Board attorney – Lester E. Taylor, III, Esq.

**A-1. STATEMENT OF THE MANNER OF NOTIFICATION OF THE MEETING**

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

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

**A-2. OBJECTIONS, IF ANY, TO THE VALIDITY OF THE MEETING**

Mr. Genovese stated that the objecting member must give supporting reasons.

**B. FLAG SALUTE AND PLEDGE OF ALLEGIANCE**

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

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

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

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

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

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

Alex Smiga  
35 Lippincott Avenue  
Long Branch, New Jersey

Mr. Smiga stated that the union members have been made aware of the fact that the Board is planning to vote on changing the districts health insurance plan back to the State Health Benefit Plan. He asked that due to the limited time for the union members to review the impact of the change, the Board consider tabling the vote and further asked for clarification regarding the status of the Health Center and prescription benefits.

C-3. **Comments from the Finance Committee Chair (APPENDIX C-1)** - Mrs. Youngblood Brown

Motion was made by Mrs. Perez, seconded by Mr. Covin and carried by roll call vote that the Board approve the following items (D – E5).

Ayes (7), Nays (0), Absent (2) Mr. Grant and Mr. Zambrano

D. **APPROVAL OF MINUTES**

That the Board approve the following minutes:

- Agenda Meeting minutes of February 22, 2022
- Executive Session Meeting minutes of February 22, 2022
- Regular Meeting minutes of February 23, 2022
- Executive Session Meeting minutes of February 23, 2022

E. **SECRETARY'S REPORT**

1. **BUDGET TRANSFER REPORTS – FY2022 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.



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

1. **BUDGET TRANSFER REPORTS – FY2022 JANUARY TRANSFERS (continued)**

**NOW, THEREFORE BE IT RESOLVED** that the attached line item transfers FY 2022 January Transfers as listed be approved for the month ending January 31, 2022.

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

Ayes: 7  
Nays: 0  
Absent: 2 (Mr. Grant and Mr. Zambrano)  
Date: March 16, 2022

2. **BOARD SECRETARY'S REPORT - JANUARY 31, 2022**

That the Board approve the Board Secretary's Report for the month ending January 31, 2022 (which will be labeled **APPENDIX E-2** and made part of the permanent minutes upon Board approval).

3. **REPORT OF THE TREASURER - JANUARY 31, 2022**

That the Board approve the Report of the Treasurer for the month ending January 31, 2022 (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, 2022 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, 2022 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: 7  
Nays: 0  
Absent: 2 (Mr. Grant and Mr. Zambrano)  
Date: March 16, 2022

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

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

Ayes (6), Nays (0), Abstain (1) Dr. Critelli, Absent (2) Mr. Grant and Mr. Zambrano

6. **BILLS AND CLAIMS - JANUARY 1 - 31, 2022, FEBRUARY 1 - 28, 2022 AND MARCH 1 - 16, 2022 FOR CHRIST THE KING AND ANDREW CRITELLI**

That the Board approve the bills and claims for January 1 - 31, 2022, February 1 - 28, 2022 and March 1 - 16, 2022 for Christ the King and Andrew Critelli (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 Mrs. Peters and carried by roll call vote that the Board approve the following item (E7).

Ayes (7), Nays (0), Absent (2) Mr. Grant and Mr. Zambrano

7. **BILLS AND CLAIMS - JANUARY 1 - 31, 2022, FEBRUARY 1 - 28, 2022 AND MARCH 1 - 16, 2022 FOR MARIANNE CARR**

That the Board approve the bills and claims for January 1 - 31, 2022, February 1 - 28, 2022 and March 1 - 16, 2022 for Marianne Carr (which will be labeled **APPENDIX E-4** and made part of the permanent minutes upon Board approval).

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

Ayes (6), Nays (0), Abstain (1) Mrs. Peters, Absent (2) Mr. Grant and Mr. Zambrano

8. **BILLS AND CLAIMS - JANUARY 1 - 31, 2022, FEBRUARY 1 - 28, 2022 AND MARCH 1 - 16, 2022 FOR THE CITY OF LONG BRANCH**

That the Board approve the bills and claims for January 1 - 31, 2022, February 1 - 28, 2022 and March 1 - 16, 2022 for the City of Long Branch (which will be labeled **APPENDIX E-4** and made part of the permanent minutes upon Board approval).

Motion was made by Mr. Covin, seconded by Dr. Critelli and carried by roll call vote that the Board approve the following items (E9 – E11).

Ayes (7), Nays (0), Absent (2) Mr. Grant and Mr. Zambrano

9. **BILLS AND CLAIMS - FEBRUARY 1 - 28, 2022 AND MARCH 1 - 16, 2022 EXCLUDING CHRIST THE KING AND THE CITY OF LONG BRANCH**

That the Board approve the bills and claims for February 1 - 28, 2022, and March 1 - 16, 2022 excluding Christ the King and the City of Long Branch (which will be labeled **APPENDIX E-4** and made part of the permanent minutes upon Board approval).

10. **RECONCILIATION MONTHLY OPERATING REPORT – SODEXO – FEBRUARY 28, 2022**

That the Board approve the monthly operating reports for the Sodexo Corporation, Food Service Management Company for the Long Branch School District for February 28, 2022 (which will be labeled **APPENDIX E-5** and made part of the permanent minutes upon Board approval).



E. SECRETARY'S REPORT (continued)

11. ATHLETIC FUND & ELEMENTARY SCHOOLS, MIDDLE SCHOOL & HIGH SCHOOL STUDENT FUNDS AS OF FEBRUARY 28, 2022

That the Board approve the monthly reports for the Athletic Fund, the Elementary Schools, Middle School, and High School Student Funds as of February 28, 2022 (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 February 2022)

	AAA	GLC	GRE	MA	JMFECLC	LWC	TOTAL ELEM	MS	HS	TOTAL
PreK				207	170	198	575			575
Kdg				134	101	113	348			348
1st	114	126	110				350			350
2nd	104	132	119				355			355
3rd	105	144	113				362			362
4th	86	171	112				369			369
5th	103	170	92				365			365
6th							0	340		340
7th							0	337		337
8th							0	313		313
9th							0		421	421
10th							0		361	361
11th							0		337	337
12th							0		335	335
MCI	15						15	6	16	37
MD							0			0
BD			2				2	8	14	24
LD	44		32				76	45	52	173
SLD								2	1	3
AUT	22		30				52	7	23	82
PD			1			19	20			20
OOD	8	2	3		1	1	15	11	19	45
Home Instruction										
<b>TOTAL</b>	<b>601</b>	<b>745</b>	<b>614</b>	<b>341</b>	<b>272</b>	<b>331</b>	<b>2904</b>	<b>1069</b>	<b>1579</b>	<b>5552</b>

### February 2021

School	AAA	GLC	GRE	MA	JMFECLC	LWC	Total Elem	MS	HS	Total
Totals	577	813	593	271	302	302	2858	1122	1504	5484



## F. SUPERINTENDENT'S REPORT

Mr. Rodriguez requested a moment of silence for Jack Levy, a former Long Branch teacher and football coach.

### 1. STUDENTS OF THE MONTH

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

#### SCHOOL

Amerigo A. Anastasia School  
Audrey W. Clark School  
George L. Catrambone School  
Gregory School  
High School  
Historic High School  
Joseph M. Ferraina ECLC  
Lenna W. Conrow School  
Middle School  
Morris Avenue School

#### FEBRUARY

Julia Leccese  
Kevawn K. Breaux  
Ever A. Roque Gonzales  
Myles Gibson  
Ethan S. Walls  
Kylie Redwood  
Ryan S. Santana Soares  
Jerome Thomas  
Chloe Lehman  
Geovanna Verdadeiro

### 2. RECOGNITION OF STUDENT ACHIEVEMENT

The following High School students have been chosen to represent the Long Branch High School and the United States at an International Contest with the Portuguese Congress in Lisbon, Portugal to be held May 9, 10, 11, 12, 13, 2022.

Lucas Delgado – STEM Academy  
Afonso Machado – STEM Academy  
Mariana Santos – VPA Academy

### 3. SPELLDOWN WINNERS - 2021 - 2022

The following named students are the 2021 - 2022 Spelldown winners -

#### Amerigo A. Anastasia School

Christopher Soares	1 <sup>st</sup> place winner – Grade 4
Noah Hubbard	2 <sup>nd</sup> place winner - Grade 5
Anette Solano-Velasquez	3 <sup>rd</sup> place winner – Grade 5

#### George L. Catrambone School

Ana Lopez Flores	1 <sup>st</sup> place winner – Grade 5
Briana Mendez-Jovel	2 <sup>nd</sup> place winner - Grade 5
Aylah Gonzalez	3 <sup>rd</sup> place winner – Grade 4

#### Gregory School

Bryanna Gomez-Lopez	1 <sup>st</sup> place winner – Grade 4
Maxwell Sculark	2 <sup>nd</sup> place winner - Grade 4
Natalie Leiva	3 <sup>rd</sup> place winner – Grade 4

#### Middle School

Gabriel Simoes	1 <sup>st</sup> place winner – Grade 7
Andres Herrera	2 <sup>nd</sup> place winner - Grade 8
Alexander Lucas	3 <sup>rd</sup> place winner – Grade 6
Andrew Nunez	3 <sup>rd</sup> place winner – Grade 6

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

4. **DISTRICT EMPLOYEES OF THE MONTH**

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

**FEBRUARY**

a. **EDUCATOR OF THE MONTH - FEBRUARY**

Stephanie Dispoto, Literacy Coach, Gregory Elementary School

b. **SUPPORT STAFF OF THE MONTH - FEBRUARY**

John Severs, Instructional Assistant, Long Branch Middle School



G. **GENERAL ITEMS**

**Comments from the Communications/Security Committee Chair (APPENDIX G-1)**

Motion was made by Mr. Covin, seconded by Mrs. Perez and carried by roll call vote that the Board approve the following items (G1 – G7).

Ayes (6), Nays (1) Mr. Ferraina, Abstain (0), Absent (2) Mr. Grant and Mr. Zambrano

Mr. Ferraina stated that he would like to vote no on 2 of the items contained in the above motion. Mrs. Youngblood Brown stated that we are voting on all items contained in the motion at this time.

1. **APPROVAL OF RESOLUTION TO SUBMIT THE 2022 - 2023 TENTATIVE BUDGET TO THE COUNTY OFFICE**

That the Board approve the following Resolution:

**RESOLUTION**

The Superintendent recommends approval to adopt the tentative budget for FY 2022 - 2023:

**BE IT RESOLVED** that the tentative budget be approved for the 2022-2023 school year using the 2022-2023 state aid figures and the School Business Administrator/Board Secretary be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	General Fund	Special Revenue	Debt Service	TOTAL
2022 - 2023 Total Expenditures	\$108,476,489	\$15,447,002	\$586,875	\$124,510,366
Less: Anticipated Revenues	\$58,779,455	\$15,447,002	-0-	\$74,226,457
Taxes to be Raised	\$49,697,034	-0-	\$586,875	\$50,283,909

And to advertise said tentative budget in the Asbury Park Press in accordance with the form required by the State Department of Education and according to law; and

**WHEREAS**, the Long Branch Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

G. **GENERAL ITEMS (continued)**

1. **APPROVAL OF RESOLUTION TO SUBMIT THE 2022 - 2023 TENTATIVE BUDGET TO THE COUNTY OFFICE (continued)**

**WHEREAS**, N.J.A.C. 6A:23A-7.3 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

**WHEREAS**, the Long Branch Board of Education established \$97,500 as the maximum travel amount for the current school year and has expended \$54,559 as of this date; now

**THEREFORE BE IT RESOLVED**, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$85,400 for the 2022-2023 school year.

**BE IT FURTHER RESOLVED**, that a public hearing be held at the Long Branch Middle School located at 350 Indiana Avenue, Long Branch, New Jersey on April 27, 2022 at 6:00 P.M. for the purpose of conducting a public hearing on the budget for the 2022-2023 school year.

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

Ayes: 6  
Nays: 1 (Mr. Ferraina)  
Absent: 2 (Mr. Grant and Mr. Zambrano)  
Date: March 16, 2022

2. **APPROVAL TO ACCEPT THE FY2021 AUDIT**

That the Board accept the June 30 2021 audit as presented by Scott Clelland of Wiss and Company.

3. **APPROVAL OF THE CORRECTIVE ACTION PLAN FOR THE FY2021 AUDIT**

That the Board approve the Corrective Action Plan for the FY2021 audit and the implementation of the recommendations (**APPENDIX G-2**).

4. **APPROVAL OF THE 2022-2023, 2023-2024 AND 2024-2025 SCHOOL CALENDARS**

That the Board approve the attached 2022-2023 (**APPENDIX G-3**), 2023-2024 (**APPENDIX G-4**) and 2024 - 2025 (**APPENDIX G-5**) school calendars.



G. **GENERAL ITEMS (continued)**

5. **APPROVAL OF STATE AID ALLOCATIONS FOR CHAPTERS 192/193**

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

**Chapter 192**

**Program**

Compensatory Education

**Entitlement**

\$1,792.00

**Chapter 193**

**Program**

Annual Exam & Class

**Entitlement**

\$1,520.00

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

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

6. **APPROVAL TO ACCEPT THE FY2022 SCHOOL RADON TESTING PROGRAM GRANT**

That the Board approve the FY2022 School Radon Testing Program grant on behalf of all 11 school locations in the district in the amount of \$2,000 for each school.

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

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

7. **APPROVAL OF HALF DAY SCHEDULE - MIDDLE SCHOOL TESTING**

That the Board approve a half day schedule for Middle School students taking the NJSLA testing on April 26, 27, 28 and 29, 2022

There being no motion to approve item #G8, the item did not carry.

8. **APPROVAL OF AGREEMENT FOR HEALTH BENEFIT CONSULTING SERVICES**

That the Board approve the agreement between the Long Branch Board of Education and Brown and Brown Benefit Advisors, Inc. to perform consulting services with relation to the review of the Board's existing medical coverage and identify potential lines of coverage or coverage enhancements to improve the Board's insurance program; analyze current market conditions; facilitate, market and procure quotations from carriers; coordinate loss prevention services provided by any insurance company with those services provided by the Broker; analyze past and current claim and loss history information and advise the Board of implications for the Board's insurance program; manage and coordinate the process of transitioning our employees and their eligible dependents from our current carrier to SEHBP. This agreement will be in effect from July 1, 2022 to December 31, 2022 at a cost not to exceed \$45,000.

G. **GENERAL ITEMS (continued)**

Motion was made by Mr. Ferraina, seconded by Mrs. Peters and carried by roll call vote that the Board approve the following items (G9).

Ayes (5), Nays (1) Mrs. Perez, Abstain (1) Mrs. Benosky, Absent (2) Mr. Grant and Mr. Zambrano

9. **APPROVAL TO PARTICIPATE IN THE STATE HEALTH BENEFITS PROGRAM**

That the Board approve the participation in the State Health Benefits Program as outlined in the attached Resolution - **APPENDIX G-6**.

Mr. Ferraina stated to the public that the Board had spent a lot of time reviewing the change in health care and worked diligently to keep the Health Center open as part of the offering to the staff.

Mr. Covin echoed Mr. Ferraina's sentiments and stated that the Board is making sure that the staff receives a health care program that is equal to or better.

Motion was made by Mrs. Perez, seconded by Mr. Covin and carried by roll call vote that the Board approve the following item (G10).

Ayes (7), Nays (0), Absent (2) Mr. Grant and Mr. Zambrano

10. **GIFTS TO SCHOOL**

That the Board accept the following gifts to schools indicated:.

Deborah Robinson-Bozovic	Historic High School Winter Coats (Value: \$400.00)
GSLEN/Rainbow Library Michael Rady, Program Manager	Long Branch High School Book Sets (Value: No Cost)
Roseann Gallous	Long Branch District Office Supplies (Value: \$50.00)
To Write Love on Her Arms	Long Branch High School Interactive Health Supplies (Value: \$1,000.00)
Central Jersey Health Consortium Roseann Cervelli	Long Branch High School T-Shirts and Water Bottles (Value: \$500.00)



## H. PERSONNEL ACTION

Motion was made by Mr. Covin, seconded by Mrs. Perez and carried by roll call vote that the Board approve the following items (H1 – H5).

Ayes (7), Nays (0), Absent (2) Mr. Grant and Mr. Zambrano

### 1. APPROVAL OF JOB DESCRIPTION

That the Board approve the job description as listed on **APPENDIX H-1**.

### 2. RESCIND EMPLOYMENT - CONTRACTUAL POSITION

That the Board rescind the employment contract for the following individual:

**RANIA SAAD**, ESL Teacher, effective February 28, 2022.

### 3. RETIREMENT

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

**MARIA CHAVES**, Secretary, effective July 1, 2022. Mrs. Chaves has a total of 30 years and 2 months of service.

**MARYBETH CORSENTINO**, Bus Driver, effective December 1, 2021. Ms. Corsentino has a total of 12 years and 2 months of service.

**DESMOND DUNKLEY**, Teacher, effective July 1, 2022. Mr. Dunkley has a total of 20 years of service.

**SANDRA EAGEL**, Teacher, effective July 1, 2022. Ms. Eagel has a total of 22 years and 8 months of service.

**MAUREEN FRAGALE**, Instructional Assistant, effective July 1, 2022. Mrs. Fragale has a total of 21 years of service.

**LINDA MANZO**, Teacher, effective July 1, 2022. Ms. Manzo has a total of 16 years of service.

**RAUL PACHECO**, Safe School Environment Person/Corridor Aide, effective July 1, 2022. Mr. Pacheco has a total of 22 years and 3 months of service.

**LISA ZWERIN**, Teacher, effective July 1, 2022. Mrs. Zwerin has a total of 36 years of service.

### 4. RESIGNATION - CONTRACTUAL POSITIONS

That the Board accept the resignation of the following individuals:

**BRIAN AGUILAR VASQUEZ**, Instructional Assistant, effective March 31, 2022.

**CIERA DAVIS**, Instructional Assistant, effective March 25, 2022.

**ASHLEY DZIUBA**, Teacher, effective July 1, 2022.

**AMANDA LISKI**, Teacher, effective July 1, 2022.

H. **PERSONNEL ACTION (continued)**

5. **RESIGNATION - STIPEND POSITION**

That the Board accept the resignation of the following individuals:

**LIRIZELL BELLO**, Early Childhood Summer Learning Kindergarten Teacher, effective March 3, 2022.

**ANGELA NAPOLI-VINCENT**, ESY Summer Middle School Special Ed Teacher, effective March 10, 2022.

**MARIA PANIZZI**, Before/After School Extended Learning Teacher, effective March 10, 2022.

Motion was made by Mr. Covin, seconded by Mrs. Perez and carried by roll call vote that the Board approve the following items (H6 – H9).

Ayes (6), Nays (0), Abstain (1) Mr. Ferraina, Absent (2) Mr. Grant and Mr. Zambrano

6. **APPOINTMENT OF 12 MONTH SECRETARY - NURSE'S OFFICE**

That the Board approve the following named individual as a 12 Month Secretary - Nurse's Office:

**ANGELA LABRUZZO**, Middle School Nurse's Office 12 Month Secretary, Level 3, Step 1 at \$50,743.00, effective *Pending Pre Employment Physical & Fingerprints\**.

Replaces: Louise Berryhill (Retirement).

(Acct. # 15-000-240-105-000-02-00) (UPC # 1166-02-OFPPS-SEC123).

7. **APPOINTMENT OF CERTIFIED STAFF**

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

**LEAH FONSECA**

ELA Teacher  
High School  
BA, Step 1-  
\$55,411.00

Certification: Teacher of English

Education: Monmouth University

Replaces: Madison Hlavach (Resignation)

(Acct. # 15-140-100-101-000-01-00) (UPC # 0162-01-ENGLS-TEACHR)

Effective: *Pending Pre Employment Physical\**

H. **PERSONNEL ACTION (continued)**

8. **APPOINTMENT OF 12 MONTH CUSTODIAN**

That the Board approve the following named individual as 12 Month Custodian:

**BRYAN AGUILAR VASQUEZ**, 12 Month Custodian at Audrey W. Clark Alternative Academy at Step 1 \$37,226.00, effective April 1, 2022.

Replaces: Maria MacPherson (Retirement).

(Acct. #11-000-262-100-000-06-00) (UPC #0653-06-OFB&G-CUST12).

9. **APPOINTMENT OF INSTRUCTIONAL ASSISTANTS**

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

**MIRELLA GONZALEZ**, Audrey W. Clark Alternative Academy at Step 1 \$20,384.00, effective *Pending ParaPro Test, Pre Employment Physical and Fingerprints\**.

Replaces: Christina Bharda (Resignation).

(Acct. # 15-209-100-106-000-06-00) (UPC # 1294-06-SEBDC-PARAPF).

**MICHELLE SANTERO**, Audrey W. Clark Alternative Academy at Step 1 \$20,384.00, effective *Pending Pre Employment Physical and Fingerprints\**.

Replaces: Bryan Aguilar Vasquez (Appointment of New Position).

(Acct. # 15-209-100-106-000-06-00) (UPC # 1308-06-SEBDC-PARAPF).

Motion was made by Mr. Covin, seconded by Dr Critelli and carried by roll call vote that the Board approve the following items (H10 – H16).

Ayes (7), Nays (0), Absent (2) Mr. Grant and Mr. Zambrano

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

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

<b><u>STEAM Prog. Teacher</u></b>	\$24.21/hr.
Darlene Santos	

<b><u>Before/After School Extended Learning Program Teachers (Title I)</u></b>	\$25.24/hr.
(JMF): Linda Bennett (effective 1/24/22), Carrie Cho (effective 1/24/22), Kellie Jelks (effective 1/24/22)	
(GLC): Michelle Newberry (effective 1/24/22)	

11. **EXTENDED SCHOOL YEAR STIPENDS - SUMMER 2022**

That the Board approve/ratify the part-time and stipend positions as listed:

<b><u>ESY Substitute Teachers</u></b>	\$35.00/hr.
David Amendola, Kristy Corcoran, Soledad Navarro, Sydney Stout	

<b><u>ESY Bus Aides</u></b>	\$13.00/hr.
Danisha Clayton, Ardenia Clayton, Sonia Mendez	

<b><u>ESY Elementary Teachers</u></b>	\$35.00/hr.
Rebecca Fackenthal, Caitlyn Sorrentino	

<b><u>ESY PreK &amp; Kindergarten Instructional Assistants</u></b>	\$18.00/hr.
Danisha Clayton	

<b><u>ESY HS Instructional Assistants</u></b>	\$18.00/hr.
Maria Novoa-Jones	



H. **PERSONNEL ACTION (continued)**

12. **EARLY CHILDHOOD SUMMER LEARNING PART-TIME AND STIPEND POSITIONS - SUMMER 2022**

That the Board approve/ratify the part-time and stipend positions as listed:

**Early Childhood Summer Learning Preschool Teachers** \$35.00/hr.  
Amy Branagan, Socorro Sanchez-Sartorio

**Early Childhood Summer Learning Kindergarten Teachers** \$35.00/hr.  
Jennifer Adams, Judith Edwards, Ingrid Guzman-Cameron

13. **ELEMENTARY K-5 STEAM SUMMER PART-TIME AND STIPEND POSITIONS - SUMMER 2022**

That the Board approve/ratify the part-time and stipend positions as listed:

**STEAM Summer Program Site Coordinator/Facilitators** (25 hours, flexible)  
(GRE): Suraya Kornegay, Twana Richardson (April 1st - June 15th) \$40.00/hr.

**STEAM Summer Program Teachers** \$35.00/hr.  
Alexa Booth, Thomas Odom, Dahemia Stewart

**STEAM Summer Program Art Teacher** \$35.00/hr.  
Sarah Kaplan

**STEAM Summer Program Phys. Ed Teachers** \$35.00/hr.  
Gregory Penta

**STEAM Summer Substitute Program Teachers** \$35.00/hr.  
Laurie Demuro, Erin Schoonveld, Stacy Simms, Erika Tornquist

**STEAM Summer Program Swim Instr./ Lifeguards** \$35.00/hr.  
Keira Brown, Carol Emick

**STEAM Summer Safe School Personnel** \$20.00/hr.  
Jason Corley Jr.

14. **MIDDLE SCHOOL SUMMER PART-TIME AND STIPEND POSITIONS - SUMMER 2022**

That the Board approve/ratify the part-time and stipend positions as listed:

**MS Summer School Program Facilitators** (25 hours, flexible) \$40.00/hr.  
Kristin Circelli, Elizabeth Giron (April 1st - June 15th)

**MS Summer School Program Guidance Counselor** \$40.00/hr.  
Angela Napoli-Vincent

**MS Summer School Program Data Administrator/Scheduler** \$40.00/hr.  
Ivette Ricigliano

H. **PERSONNEL ACTION (continued)**

14. **MIDDLE SCHOOL SUMMER PART-TIME AND STIPEND POSITIONS - SUMMER 2022 (continued)**

**MS Summer School Program ELA Teacher** \$35.00/hr.  
Philip K. Mammano

**MS Summer School Program Math Teachers** \$35.00/hr.  
Amanda Olsen

**MS Summer School Program Science Teachers** \$35.00/hr.  
Jacob George, Maria Holland, Conover White

**MS Summer School Program Social Studies Teachers** \$35.00/hr.  
Karan De Graw, Vadewattie Hanlon, Matthew Payne

**MS Summer School Program Physical Education Teacher** \$35.00/hr.  
Joseph Maratta

**MS Summer School Program Safe School Personnel** \$35.00/hr.  
Ralph DeFillipo, Zayra DeMoraes, Scott Rothberg

**MS Summer School Program Substitute Teachers** \$35.00/hr.  
Katherine D'Elia, Maria Holland, Lori Olsen

**MS Summer Program Secretary** \$25.00/hr.  
Denise Rosa

15. **HIGH SCHOOL SUMMER PART-TIME AND STIPEND POSITIONS - SUMMER 2022**  
That the Board approve/ratify the part-time and stipend positions as listed:

**HS Summer School Program Facilitator (25 hours, flexible)** \$40.00/hr.  
Gareth Grayson (April 1st - June 15th)

**HS Summer Program Band Teacher** \$3,200/season  
Robert Clark

**HS Summer Program ELA Teachers** \$35.00/hr.  
John Bazley, Michael Padovani, Stephen Stec

**HS Summer Program Math Teacher** \$35.00/hr.  
Sean Fitzgerald

**HS Summer Program Chemistry Teacher** \$35.00/hr.  
Peter Larrabee

**HS Summer Program Social Studies Teachers** \$35.00/hr.  
Anton DeLuca, Rebecca Snyder, Joseph Siciliano

H. **PERSONNEL ACTION (continued)**

15. **HIGH SCHOOL SUMMER PART-TIME AND STIPEND POSITIONS - SUMMER 2022 (continued)**

<b><u>HS Summer Program Bilingual/ESL Teachers</u></b> Natalie Hernandez, Amanda Roa-Rosales	\$35.00/hr.
<b><u>HS Summer Enrichment AP Chemistry Teacher</u></b> Peter Larrabee	\$35.00/hr.
<b><u>HS Summer Enrichment AP Human Geography Teacher</u></b> Alex Smiga	\$35.00/hr.
<b><u>HS Summer Enrichment AP World History Teacher</u></b> Jonathan Barratt	\$35.00/hr.
<b><u>HS Summer Enrichment AP US II Teacher</u></b> Jonathan Barratt	\$35.00/hr.
<b><u>HS Summer Enrichment AP Macroeconomics Teacher</u></b> Lianne Kulik	\$35.00/hr.
<b><u>HS Summer Enrichment AP Studio Art Teacher</u></b> Roger Derrick	\$35.00/hr.
<b><u>HS Summer Program SUBSTITUTE Teachers</u></b> Gary Beddoe, Kirsty Corcoran, Anton DeLuca, Natalie Hernandez, Amanda Roa-Rosales, Danielle Schneider	\$35.00/hr.
<b><u>HS Summer Program Safe School Personnel</u></b> Fermin Luna	\$20.00/hr.

16. **COACHING/ATHLETIC STIPEND POSITIONS - SPRING 2022**

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

<b><u>Event Workers</u></b>	<i>paid Per Athletic Event Fee Schedule</i>
Mirella Gonzalez*	

**HIGH SCHOOL**

<b><u>CATEGORY 2</u></b>	<b><u>STEP</u></b>	
<b><u>Boys Lacrosse Asst Coach</u></b> Raphael Silva	6	\$3,000.00
<b><u>CATEGORY 3</u></b>		
<b><u>Boys Tennis Asst. Coach</u></b> Eva Palma	6	\$2,000.00



H. **PERSONNEL ACTION (continued)**

Motion was made by Mr. Covin, seconded by Mrs. Perez and carried by roll call vote that the Board approve the following items (H17 – H19).

Ayes (7), Nays (0), Absent (2) Mr. Grant and Mr. Zambrano

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

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

**SUBSTITUTE CORRIDOR AIDES - PENDING FINGERPRINTS\***

Kobe Brown\*, Jason LaViola\*, Diego Volpe\*

**SUBSTITUTE INSTRUCTIONAL ASSISTANTS - PENDING FINGERPRINTS\***

Kobe Brown\*, Laurie Dalton\*

**SUBSTITUTE TEACHERS - PENDING FINGERPRINTS\***

Victoria Boughton\*, Isabella Fuca\*, Jamie Gates, Jason LaViola\*, Diego Volpe\*

**SUBSTITUTE SECRETARYS - PENDING FINGERPRINTS\***

Victoria Boughton\*, Monica Holley\*

18. **ATTENDANCE AT CONFERENCES/MEETINGS**

That the Board approve the attendance of the staff members at the conferences listed - **APPENDIX H-2.**

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

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

I. **STUDENT ACTION**

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

Ayes (7), Nays (0), Absent (2) Mr. Grant and Mr. Zambrano

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 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 - 2021 - 2022 SCHOOL YEAR**

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

I. **STUDENT ACTION (continued)**

4. **PLACEMENT OF TUITION-IN STUDENT FOR THE 2021-2022 SCHOOL YEAR**

That the Board approve/ratify the following placement of tuition-in student for the 2021 - 2022 school year:

**NEPTUNE PUBLIC SCHOOL DISTRICT**

Student ID#: 20338484

Placement: Audrey W. Clark School

Tuition: \$55,706.21

Effective Date: 2/8/22

5. **RECOMMENDATION FOR ATYPICAL OUT OF DISTRICT STUDENT FOR PLACEMENT AND TRANSPORTATION FOR THE 2021 - 2022 SCHOOL YEAR**

That the Board approve/ratify the following atypical out of district student for placement and transportation for the 2021 - 2022 school year:

**HAWKSWOOD SCHOOL**

Eatontown, N.J.

Tuition: \$29,380.84

Transportation:

Effective Dates: 2/22/22-6/16/22

ID#: 20335519, classified as Eligible for Special Education and Related Services

6. **CORRECTIONS / REVISIONS TO MINUTES**

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

February 23, 2022

**EARLY CHILDHOOD SUMMER LEARNING PART-TIME AND STIPEND POSITIONS - SUMMER 2022**

Laura Bland, Meghann Cavanagh and Felicia Clark; Early Childhood Summer Learning Facilitators/Site Coordinators at \$40.00/hr. This should have read at \$40.00/hr. with 25 hrs/flexible from April 1st –June 15th.

**ELEMENTARY K-5 STEAM SUMMER PART-TIME AND STIPEND POSITIONS - SUMMER 2022**

Francine Marucci, Elementary K-5 STEAM Summer Program Site Coordinator at \$40.00/hr. This should have read Early Childhood Summer Learning Site Coordinator at \$40.00/hr with 25 hrs/flexible from April 1st-June 15th.

Christine Vincelli, Elementary K-5 STEAM Summer Program Secretary at \$20.00/hr. This should have read \$25.00/hr.

(GRE): Edna Newman, Doreen Regan (AAA): Maria Herrera, Cheryl Martin and Lauren Sweet; STEAM Summer Prog. Site Coordinators/Facilitators at \$40.00/hr. This should have read at \$40.00/hr. with 25 hrs/flexible from April 1st - June 15th.

**APPOINTMENT OF CERTIFIED STAFF**

Devon Mazza; High School ESL History Teacher, effective September 1, 2022 Pending Certification, Pre Employment Physical and Fingerprints\*. MA, Step 1 at \$59,411.00. This should have read \$60,011.00.

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

February 23, 2022(continued)

FAMILY/MEDICAL LEAVE OF ABSENCE

Ian Moore, High School teacher from March 28, 2022 to April 1, 2022, should have read from March 14, 2022 to March 16, 2022 use of sick days, March 17, 2022 to March 23, 2022 use of family illness minus sub pay days and unpaid days begins March 24, 2022 to April 1, 2022.

January 19, 2022

FAMILY/MEDICAL LEAVE OF ABSENCE USING SICK DAYS

Terri Roberts, High School Athletics secretary, from February 21, 2022 to April 18, 2022. This should have read using sick days from March 15, 2022 to May 13, 2022.

ATTENDANCE AT CONFERENCES/MEETING

Jennifer Steffich, Supervisor for Special Education; Kerry Keating, School Social Worker; Emily Grosiak, Behavioral Specialist, to attend Safety-Care Trainer Recertification, sponsored by Quality Behavioral Solution (QBS) to be held on February 11, 2022 in Princeton, NJ (Acct: 11-000-219-500-312-11-44) in the amount of \$525.00 each. The training has been re-scheduled to April 7, 2022. The location has been changed to Sewell, NJ.

August 31, 2021

STAFF TRANSFERS - 2021-2022 SCHOOL YEAR

Read: Sonia Mendez, from Middle School Instructional Assistant to Lenna W. Conrow School Instructional Assistant. Ms. Mendez should not be listed. She was not transferred.

May 26, 2021

Lauren Flannigan, District Transportation manager from December 10, 2021 to December 31, 2021 use of unpaid days should have read use of paid days from December 10, 2021 to January 18, 2022.

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

No one addressed the Board.

Mr. Ferraina stated that he believes Board of Education members should be held at the same standard as the employees and students with respect to the law. He also stated that Board's in many districts have conflicts of interest however this should not preclude them from being able to evaluate the Chief School Administrator. This should be addressed by the New Jersey School Board Association.

Mr. Covin stated, regarding Mr. Ferraina's comments, the Board is in compliance with the law and the Commissioner of Education was given all of the information required to make a determination and the Board is following those directions.



K. **ADJOURNMENT – 6:28 P.M.**

There being no further discussion, motion was made by Mr. Covin, seconded by Dr. Critelli and carried by roll call vote that the Board adjourn the meeting at 6:28 P.M.  
Ayes (7), Nays (0), Absent (2) Mr. Grant and Mr. Zambrano

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

**FINANCE COMMITTEE AGENDA  
TUESDAY, FEBRUARY 22, 2022  
350 INDIANA AVENUE  
LONG BRANCH, NEW JERSEY  
5:00 P.M.**

**MINUTES**

**COMMITTEE MEMBERS:**

Tasha Youngblood Brown, Chairperson  
Violeta Peters  
Michele Critelli, Ed.D.  
Armand Zambrano

**ADMINISTRATORS:**

Francisco E. Rodriguez  
Peter E. Genovese III  
Nancy L. Valenti

The following information was highlighted at the Finance Committee Meeting:

1. Financial Management

- F10 – General Fund (General Operations)
- F20 – Special Revenue Funds (Grants)
- F30 – Capital Projects Fund (Proceeds from a Bond Referendum)
- F40 – Debt Service Fund (Payback of Bonds)
- F50 – Permanent Fund (Endowment) - None
- F60 – Enterprise Fund (Food Service Activity)
- F70 – Internal Service Fund (Self Insured Medical Activity)
- F80 – Trust Funds (Scholarships)
- F90 – Agency payments and Student Funds

- a. The Committee reviewed the following and are presented for full Board

Approval:

- i. Bills & Claims
- ii. Scholarship account balance – January \$ 434,235.69
- iii. Student Fund Balances – January:
  - 1. Pre-Schools \$ 148.19
  - 2. Elementary Schools \$ 7,641.62
  - 3. Middle School \$ 27,039.48
  - 4. High School \$ 80,638.20
  - 5. Athletic Fund \$ 31,163.50

2. Current Budget Update

- a. Budget Calendar –

- i. January / February – Review highlights of proposed budget with Central Office Supervisory Administration & Superintendent
- ii. February 22nd - Review Estimation on Budget with Finance Committee
- iii. March 8<sup>th</sup> - Governor's Budget Address
- iv. March 10<sup>th</sup> – State Aid notices due
- v. March 16<sup>th</sup> – Final Review of Budget with Board of Education – Adoption
- vi. March 16<sup>th</sup> – Auditor to brief the full Board on the FY21 Audit

### 3. Long Term Planning

- a. Gregory School – Emergent Project – repair / replacement of boilers Still waiting for delivery Boiler and Heat exchanger.
- b. Morris Ave Window/storefront replacement – Will start in Summer
- c. Morris/AWC/LWC looking to install emergency generators – coming from SDA funds. Working with engineers.
- d. AAA / GRG replacing Roof top units – ESSER II funds
- e. AAA / GRG replacing chiller towers and chillers in side the mechanical building to provide redundancy.
- f. MS Gym – Replacing HVAC units.
- g. MS – replacing 1 or 2 Boilers, currently working.
- h. LWC all purpose room – replacing (RTU) HVAC unit.
- i. Athletic Field update – Started 2/16 to drop off equipment should be done by 2<sup>nd</sup> week in April. Scoreboard not until summer. Panel art sent over 2/15
- j. Tonight – Detailed review of our Health Care Program, Negotiations, and Contracts

### 4. Grants update

- a. See Excel Chart

### 5. Self-Insurance Health Plan

Service	October	November	December
Doctor / Nurse Practitioner	69	111	73
Prescription Dispensed	278	301	279
Physical Therapy	71	92	59
Lab visits	102	96	74
Customer Services	365	459	648
Chiropractic Services	34	34	43
Acupuncture	22	16	21
Behaviorist Visits	1	1	0
X-Ray	23	24	11
Telemedicine/Telephone	272	244	524
Covid Test	199	219	519

#### a. Claims:

- i. Fiscal Year 2021 – Total Claims      \$18,227,264
- ii. Fiscal Year 2022 to FY 2021 (July-January) \$11,885,048 increase of \$2,369,677 (24.9%)

#### b. Pharmacy: On hold for now pending a final review

- i. Estimated range - \$215,000 to \$230,000
- ii. Adjusted Drawings should be complete by January 20th
- iii. Hoping 90 days from start to finish providing case work and HVAC units are available.

#### c. Review of the overall Self-Insured Program

- i. How the Health Center is doing – ROI
- ii. Increased Claims
- iii. FY23 Budget Projections





# MINUTES

## COMMUNICATIONS/SECURITY COMMITTEE MEETING

Wednesday, March 2, 2022 - 5:30 PM

540 Broadway - 3rd Floor Conference Room & via Zoom

### COMMITTEE MEMBERS:

Avery Grant: Chair  
Tasha Youngblood Brown  
Armand Zambrano  
Joseph Ferraina

### ADMINISTRATORS:

Francisco E. Rodriguez  
Walter O'Neill

- 1) **Emergency Communication: CrisisGo**
- 2) **NJ DOE requires that all schools/sites conduct a Site Assessment.**
- 3) **NJ DOE requires that all districts have an EOP** (Emergency Operations Plan) . Our plan(s) have the standard that the NJ DOE has been using to show districts on how to write a plan. Here are samples of the following schools:
  - a) Long Branch HS
  - b) Long Branch Middle School
  - c) 540 Broadway
  - d) Little Waves
- 4) **NJ DOE requires that all districts have a certified School Safety Specialist**, I am one of the highest qualified/courses in the state. I also assist the NJ DOE security & preparedness with many projects. I was just recertified last week for the upcoming year. NJ DOE 1/2/2018 designation of SSS: Designation of School Safety Specialist
- 5) **NJ DOE requires two drills per-month:** (1-fire drill and 1-emergency drill) and each month I send out reminders to principals on which drill and how to conduct the drill. For example, February 2022 was a communications drill

\*\*\*\*\*

### **Committee Goals:**

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

# CORRECTIVE ACTION PLAN

NAME OF SCHOOL DISTRICT: LONG BRANCH COUNTY: MONMOUTH

TYPE OF AUDIT: ANNUAL

DATE OF BOARD MEETING: March 16, 2022

CONTACT PERSON: PETER E. GENOVESE III, RSBO, OPA

EMAIL ADDRESS: pgenovese@longbranch.k12.nj.us

TELEPHONE NUMBER: 732.571.2868, Ext. 40100

Page 1 of 1

Findings	Correction Action Approved by the Board	Method of Implementation	Person Responsible for Implementation	Completion Date of Implementation
#2021-001 – The district reviews interfunds on a regular basis and liquidates when possible.	3/16/2022	A monthly review will be done on all interfunds to ensure compliance.	Rina A. Munson Fiscal Analyst	6/30/2022
#2021-002 – The district ensures that E.S.E.A. and IDEA Final Reports are submitted timely and reconciled to underlying accounting information.	3/16/2022	Final reports will be reviewed to ensure they are correct prior to submission	JanetLynn Dudick, Ph.D. Assistant Superintendent for Pupil Personnel Services Alisa Aquino Director of Grants & Innovative Programs	6/30/2022
#2021-003 – The district ensures that purchases exceeding the bid threshold are Board approved.	3/16/2022	All purchases exceeding the bid threshold will be reviewed and scheduled for the Board Agenda prior to purchasing.	Peter E. Genovese III, RSBO, QPA School Business Administrator/Board Secretary	6/30/2022
#2021-004 – The district ensures that it is in compliance with the net cash resources requirement related to its food service operations.	3/16/2022	The district will adjust expenditures that will be charged against food service in accordance with all applicable regulations.	Peter E. Genovese III, RSBO, QPA School Business Administrator/Board Secretary	Implement over a 2 year period

  
CHIEF SCHOOL ADMINISTRATOR

3/16/2022  
DATE

  
SCHOOL BUSINESS ADMINISTRATOR/  
BOARD SECRETARY

3/16/2022  
DATE





# Long Branch Public Schools

"Together We Can, Juntos Nos Podemos, Juntos Podemos"

## 2022-2023 School Calendar

September 2022						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

  

October 2022						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

  

November 2022						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

  

December 2022						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

  

January 2023						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

  

February 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

Aug 29-31	<b>New Teacher Orientation</b> <i>All New Certified Staff</i>
Sep 1-2	<b>Schools Closed for Students</b> <i>PD Day for Staff</i>
Sep 5	<b>Schools Closed: Labor Day</b>
Sep 6	<b>First Day of School</b> Staff 21 Students 19
Oct 10	<b>Schools Closed Students</b> <i>PD Day for Staff</i> <i>Columbus Day</i> Staff 21 Students 20
Nov 8	<b>Schools Closed: Election Day</b>
Nov 9	<b>Half Day Students and Staff</b> <i>Day before NJEA Convention</i>
Nov 10-11	<b>Schools Closed: NJEA Convention</b>
Nov 23	<b>Half Day Students and Staff</b> <i>Day before Thanksgiving</i>
Nov 24-25	<b>Schools Closed: Thanksgiving</b> Staff 17 Students 17
Dec 22	<b>Half Day Students and Staff</b> <i>Day before Winter Recess</i>
Dec 23-Jan 1	<b>Schools Closed: Winter Recess</b> Staff 16 Students 16
Jan 2	<b>Schools Reopen</b>
Jan 16	<b>Schools Closed</b> <i>Martin Luther King Jr. Day</i>
Jan 27	<b>Half Day Students</b> <i>PD Day for Staff</i> Staff 21 Students 21
Feb 20	<b>Schools Closed: President's Day</b>
Feb 24	<b>Half Day Students</b> <i>PD Day for Staff</i> Staff 19 Students 19
Mar 31	<b>Half Day Students</b> <i>PD Day for Staff</i> Staff 23 Students 23
Apr 3-7	<b>Schools Closed: Spring Recess</b>
April 10	<b>Schools Reopen</b> Staff 15 Students 15
May 29	<b>Schools Closed: Memorial Day</b> Staff 22 Students 22
June 14	<b>Half Day Students</b> <i>PD Day for Staff</i> <i>MS &amp; HS Graduation</i>
June 15	<b>Half Day Students</b> <i>Last day of School</i> <i>MS &amp; HS Graduation (Rain Date)</i> Staff 11 Students 11

March 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2023						
S	M	T	W	T	F	S
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2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2023						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2023						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Key	
	Schools Closed
	First Day of School
	Schools Closed- PD for Staff
	Half Day- PD for Staff
	Half Day- Students and Staff
	Last Day of School- Half Day
	Schools Closed- Weather/Emergency

Total Days	
Students = 180 Days	
Staff = 183 Days	
New Certified Staff = 186 Days	
August 29, 30, 31, 2022	

Note: 3 Inclement Weather/Emergency Days have been built into the 2022-23 School Calendar.  
For any school closures beyond these 3 days, the School Calendar will be further modified/amended.





# Long Branch Public Schools

"Together We Can, Juntos Nos Podemos, Juntos Podemos"

## 2023-2024 School Calendar

September 2023						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

  

October 2023						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

  

November 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

  

December 2023						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
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January 2024						
S	M	T	W	T	F	S
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February 2024						
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25	26	27	28	29		

Aug 29-31	<b>New Teacher Orientation</b> <i>All New Certified Staff</i>
Sep 1	<b>Schools Closed for Students</b> <i>PD Day for Staff</i>
Sep 4	<b>Schools Closed: Labor Day</b>
Sep 5	<b>Schools Closed for Students</b> <i>PD Day for Staff</i>
Sep 6	<b>First Day of School</b> Staff 20 Students 18
Oct 9	<b>Schools Closed Students</b> <i>PD Day for Staff</i> <i>Columbus Day</i> Staff 22 Students 21
Nov 7	<b>Schools Closed: Election Day</b>
Nov 8	<b>Half Day Students and Staff</b> <i>Day before NJEA Convention</i>
Nov 9-10	<b>Schools Closed: NJEA Convention</b>
Nov 22	<b>Half Day Students and Staff</b> <i>Day before Thanksgiving</i>
Nov 23-24	<b>Schools Closed: Thanksgiving</b> Staff 17 Students 17
Dec 21	<b>Half Day Students and Staff</b> <i>Day before Winter Recess</i>
Dec 22-Jan 1	<b>Schools Closed: Winter Recess</b> Staff 15 Students 15
Jan 2	<b>Schools Reopen</b>
Jan 15	<b>Schools Closed</b> <i>Martin Luther King Jr. Day</i>
Jan 26	<b>Half Day Students</b> <i>PD Day for Staff</i> Staff 21 Students 21
Feb 19	<b>Schools Closed: President's Day</b>
Feb 23	<b>Half Day Students</b> <i>PD Day for Staff</i> Staff 20 Students 20
Mar 22	<b>Half Day Students</b> <i>PD Day for Staff</i>
Mar 28	<b>Half Day Students and Staff</b> <i>Day before Spring Recess</i>
Mar 29-Apr 5	<b>Schools Closed: Spring Recess</b> Staff 20 Students 20
April 8	<b>Schools Reopen</b> Staff 17 Students 17
May 27	<b>Schools Closed: Memorial Day</b> Staff 22 Students 22
June 14	<b>MS &amp; HS Graduation</b>
June 17	<b>Half Day Students</b> <i>PD Day for Staff</i> <i>MS &amp; HS Graduation (Rain Date)</i>
June 18	<b>Half Day Students</b> <i>Last day of School</i> Staff 12 Students 12

March 2024						
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April 2024						
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May 2024						
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June 2024						
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Key						
	Schools Closed					
	First Day of School					
	Schools Closed- PD for Staff					
	Half Day- PD for Staff					
	Half Day- Students and Staff					
	Last Day of School- Half Day					
	Schools Closed- Weather/Emergency					

  

Total Days						
Students = 180 Days						
Staff = 183 Days						
New Certified Staff = 186 Days						
August 29, 30, 31, 2023						

Note: 3 Inclement Weather/Emergency Days have been built into the 2022-23 School Calendar.  
For any school closures beyond these 3 days, the School Calendar will be further modified/amended.



# Long Branch Public Schools

"Together We Can, Juntos Nos Podemos, Juntos Podemos"

## 2024-2025 School Calendar

September 2024						
S	M	T	W	T	F	S
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October 2024						
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November 2024						
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December 2024						
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January 2025						
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February 2025						
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

Aug 28-30	<b>New Teacher Orientation</b> <i>All New Certified Staff</i>
Sept 2	<b>Schools Closed: Labor Day</b>
Sep 3-4	<b>Schools Closed for Students</b> <i>PD Day for Staff</i>
Sep 5	<b>First Day of School</b> Staff 20 Students 18
Oct 14	<b>Schools Closed Students</b> <i>PD Day for Staff</i> <i>Columbus Day</i> Staff 23 Students 22
Nov 5	<b>Schools Closed: Election Day</b>
Nov 6	<b>Half Day Students and Staff</b> <i>Day before NJEA Convention</i>
Nov 7-8	<b>Schools Closed: NJEA Convention</b>
Nov 27	<b>Half Day Students and Staff</b> <i>Day before Thanksgiving</i>
Nov 28-29	<b>Schools Closed: Thanksgiving</b> Staff 16 Students 16
Dec 20	<b>Half Day Students and Staff</b> <i>Day before Winter Recess</i>
Dec 23-Jan 1	<b>Schools Closed: Winter Recess</b> Staff 15 Students 15
Jan 2	<b>Schools Reopen</b>
Jan 20	<b>Schools Closed</b> <i>Martin Luther King Jr. Day</i>
Jan 31	<b>Half Day Students</b> <i>PD Day for Staff</i> Staff 21 Students 21
Feb 17	<b>Schools Closed: President's Day</b>
Feb 21	<b>Half Day Students</b> <i>PD Day for Staff</i> Staff 19 Students 19
Mar 21	<b>Half Day Students</b> <i>PD Day for Staff</i> Staff 21 Students 21
Apr 11	<b>Half Day Students and Staff</b> <i>Day before Spring Recess</i>
Apr 14-18	<b>Schools Closed: Spring Recess</b>
Apr 21	<b>Schools Reopen</b> Staff 17 Students 17
May 26	<b>Schools Closed: Memorial Day</b> Staff 21 Students 21
June 17	<b>Half Day Students</b> <i>PD Day for Staff</i> <i>MS &amp; HS Graduation</i>
June 18	<b>Half Day Students</b> <i>Last day of School</i> <i>MS &amp; HS Graduation (Rain Date)</i> Staff 13 Students 13

March 2025						
S	M	T	W	T	F	S
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April 2025						
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May 2025						
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June 2025						
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29	30					

Key	
	Schools Closed
	First Day of School
	Schools Closed- PD for Staff
	Half Day- PD for Staff
	Half Day- Students and Staff
	Last Day of School- Half Day
	Schools Closed- Weather/Emergency

Total Days	
Students = 180 Days	
Staff = 183 Days	
New Certified Staff = 186 Days	
August 28, 29, 30, 2024	

Note: 3 Inclement Weather/Emergency Days have been built into the 2022-23 School Calendar.  
For any school closures beyond these 3 days, the School Calendar will be further modified/amended.



**RESOLUTION TO AUTHORIZE PARTICIPATION  
UNDER THE SHBP AND/OR SEHBP**

**BE IT RESOLVED;**

1. The Long Branch Board of Education hereby elects to participate in the Health Program provided by the New Jersey State Health Benefits Act of the State of New Jersey (N.J.S.A. 52:14-17.26 and N.J.S.A. 52:14-17.46.2) and to authorize coverage for all the employees and their dependents thereunder in accordance with the statute and regulations adopted by the State Health Benefits Commission and/or School Employees' Health Benefits Commission.
2. We will be maintaining Benecard Services, Inc. as our Prescription Drug Plan. This plan is comparable in design to the State Employee Prescription Drug Plan.
3. We will be maintaining Horizon BCBSNJ as our dental plan.
4. We elect 30 hours per week (average) as the minimum requirement for full-time status in accordance with N.J.A.C. 17:9-4.6.
5. As a participating employer we will remit to the State Treasury all charges due on account of employee and dependent coverage and periodic changes in accordance with the requirements of the statute and the rules and regulations duly promulgated thereunder.
6. We hereby appoint Jena Valdiviezo, Ed.D. to act as Certifying Officer in the administration of this program.
7. This resolution shall take effect immediately and coverage shall be effective as of July 1, 2022 or as soon thereafter as it may be effectuated pursuant to the statutes and regulations (can be no less than 75 or 90 days pursuant to the provisions of N.J.S.A. 17:9-1.4).

I hereby certify that the foregoing is a true and correct copy of a Resolution duly adopted by the Long Branch Board of Education on March 16, 2022.

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Peter E. Genovese III, RSBP, QPA  
School Business Administrator/Board Secretary  
Long Branch Board of Education  
540 Broadway  
Long Branch, NJ 07740  
(732) 571-2868, ext. 40100

Number of employees - 1002  
Tax Exempt #21-6000229



**LONG BRANCH PUBLIC SCHOOLS**

Long Branch, New Jersey

**POSITION DESCRIPTION****TITLE:** Teacher of the Science of Woodworking (Middle School)**QUALIFICATIONS:**

1. Valid New Jersey Instructional Certificate CTE Teacher of Carpentry endorsement and/or Secondary Math or Science certification.
2. Degrees and/or experience in the following fields: carpentry, construction engineering technology, civil engineering, construction engineering technology, Math or Science may be eligible.
3. Strong interpersonal and communication skills, both verbal and written.
4. New Jersey residence required within one year from date of hire.
5. Required criminal history background check and proof of U.S. citizenship or legal resident alien status.
6. Such other qualifications as the Superintendent may find acceptable and appropriate.

**REPORTS TO:** Principal / Academy Administrator**ESSENTIAL FUNCTION:**

To provide an approved educational program that meets the NJSLs and establish a class environment that fosters learning and personal growth, to help students develop skills, attitudes and knowledge needed to provide a good foundation for continued education, and to maintain good relationships with parents and other staff members. The teacher must be able to move about the classroom while delivering daily lessons.

**TERMS OF****EMPLOYMENT:** 10-month contract**EVALUATION:** Annually by the Principal/Academy Administrator.**PERFORMANCE RESPONSIBILITIES:**

1. Works to achieve total alignment with the New Jersey Student Learning Standards and district educational goals and objectives by promoting active learning in the classroom using Board adopted curricula and other appropriate learning activities.
2. Develops lesson plans and instructional materials and provides opportunities for individualized and small group instruction in order to adapt the curriculum to the needs of each student.
3. Sets specific objectives wherever possible in lesson preparation and weekly lesson plans and carries through presentation to effectively achieve these objectives.

4. Assesses student academic progress and personal growth toward stated objectives of instruction. Must be knowledgeable of concepts presented on standardized or criterion referenced assessments for their grade level.
5. Maintains records of student's educational progress in class record books and/or Board approved forms and summarizes these marks for reporting purposes.
6. Identifies student needs and cooperates with other professional staff members in assessing and resolving learning problems.
7. Establishes and maintains standards of student behavior needed to achieve a classroom climate conducive to learning.
8. Budgets class time effectively.
9. Communicates with parents through conferences and other means to inform them about the school program and to discuss student progress.
10. Devises written and oral assignments and tests that require analytical and critical thinking as well as the reproduction of facts.
11. Plans class activities and lesson presentations that are age-appropriate for the class and meet the individual needs, interests and ability levels of all students.
12. Maintains professional competence and continuous improvement through in-service education and other professional growth activities.
13. Participates in school-level planning, faculty meetings/committees and other school system groups.
14. Makes effective use of community resources to enhance the instructional program.
15. Upholds and enforces school rules, administrative regulations and Board policy.
16. Performs other duties as may be assigned by the immediate supervisor, the Superintendent of Schools or his designee.

Board approved: April 28, 2021

Revised: July 27, 2021

**REVISED:** March 10, 2022

## CONFERENCES

**Jenna Case****\$591.10**

Resource Teacher, to attend Dyslexia Conference, sponsored by Bureau of Education & Research, to be held **April 6-7, 2022**, at the Doubletree Suites - Fairfield, NJ, (Acct. #15-000-223-500-100-06-44).

**Kirsten Coughlin****\$525.00**

Learning Disabilities Teacher Consultant, to attend Safety-Care Trainer Recertification, sponsored by Quality Behavioral Solution (QBS) to be held on **April 7, 2022**, in Gloucester County Special Services District, Swell, NJ (Acct: #11-000-219-500-312-11-44).

**Katherine Gooch Alcott****\$395.00**

Special Education Math Teacher, to attend Advanced Training in Collaborative & Proactive Solutions, sponsored by Awareness Education Potential, to be held **April 28 & 29, 2022**, Virtual Conference via Zoom (Acct: #15-000-223-500-100-02-44).

**Blair Sliazis****\$250.00**

Speech Language Specialist, to attend the 2022 NJSHA Annual Conference, sponsored by NJSHA (New Jersey Speech Language-Hearing Association) to be held on **April 29, 2022**, in Ocean Place, Long Branch, NJ (Acct. #11-000-219-500-312-11-44).



**INTENTION TO RETURN FROM FAMILY/MEDICAL LEAVE OF ABSENCE**

YVETTE HARRIS, Middle School instructional assistant, effective May 2, 2022.  
 ALEXA LOPEZ, Pupil Personnel Services psychologist, effective April 4, 2022.  
 DENISE SCHULZ-NICK, Middle School teacher, effective March 2, 2022.  
 KALLIOPI PAPAYIANNIS, George L. Catrambone teacher, effective April 11, 2022.  
 MARTHA PRIETO, George L. Catrambone teacher, effective February 22, 2022.  
 CATERINA SERVIDIO, High School teacher, effective April 6, 2022.

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

QUINN BATCHO, Audrey W. Clark School social worker from May 31, 2022 to June 20, 2022.  
 CATHERINE BURNS, Business Office payroll revenue assistant from April 5, 2022 to July 11, 2022.  
 FELICIA CLARK, Lenna W. Conrow School teacher from April 1, 2022 to May 22, 2022.  
 DEIRDRE HOWARD, A.A. Anastasia School teacher from May 23, 2022 to June 20, 2022.  
 JOANNE MONTANTI, Middle School teacher from February 4, 2022 to February 22, 2022..  
 MEREDITH RINDNER, Gregory School teacher from May 12, 2022 to June 20, 2022.  
 DENISE SCHULZ-NICK, Middle School teacher effective February 9, 2022 to March 1, 2022.  
 LINDSAY STEFAN, Audrey W. Clark School teacher from April 4, 2022 to June 16, 2022.  
 MICHAEL THOMPSON, Gregory School teacher from April 4, 2022 to April 8, 2022.

**FAMILY/MEDICAL LEAVE OF ABSENCE USING URGENT BUSINESS DAYS**

FELICIA CLARK, Lenna W. Conrow School teacher for May 23, 2022.  
 JOANNE MONTANTI, Middle School teacher from February 23, 2022 to February 24, 2022.

**FAMILY/MEDICAL LEAVE OF ABSENCE USING MINUS SUB PAY DAYS**

JOANNE MONTANTI, Middle School teacher from February 25, 2022 to March 10, 2022.

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

FELICIA CLARK, Lenna W. Conrow School teacher for May 24, 2022 to June 20, 2022.  
 JOANNE MONTANTI, Middle School teacher from March 11, 2022 to April 29, 2022.  
 MICHAEL THOMPSON, Gregory School teacher from April 9, 2022 to June 20, 2022.  
 HOWARD WHITMORE, Middle School teacher from March 11, 2022 to April 22, 2022.

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

YVETTE HARRIS, Middle School instructional assistant from March 2, 2022 to April 29, 2022.  
 DESIREA MEDINA, Lenna W. Conrow School instructional assistant from February 3, 2022 to May 1, 2022.  
 JENNIFER RETTINO, Morris Avenue School teacher from October 23, 2021 to June 20, 2022.  
 REBECCA SCHWARTZ, Lenna Conrow School teacher from April 1, 2022 to June 20, 2022.

**REQUEST TO EXTEND PERSONAL LEAVE OF ABSENCE USING UNPAID DAY(S)**

DAVID BOOTH, Technology systems administrator from March 9, 2022 to April 4, 2022.  
 ANTONIA LATERZA, Gregory School teacher from September 1, 2021 to November 30, 2021.  
 KIMBERLY PAGAN, A.A. Anastasia School teacher from February 28, 2022 to June 20, 2022.

**Monthly HIB Report**

**Reporting Period** - February 23, 2022 - March 11, 2022

**Summary:**

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

**Gregory School**

Five (5) investigations, four (4) incidents confirmed as HI

**Middle School**

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

**PLACEMENT OF STUDENTS ON HOME INSTRUCTION - 2021-2022**

# 20281010

# 111200120

# 06501155

# 90850046

# 20211443

# 101200085

**PLACEMENT OF STUDENTS ON HOME INSTRUCTION (RESIDENTIAL) - 2021-2022**

# 20294158

Learn Well

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

#20271560

Learn Well

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

#01004560

Learn Well

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

**TERMINATION OF STUDENTS ON HOME INSTRUCTION - 2021-2022**

# 20281010

**TERMINATION OF STUDENTS ON HOME INSTRUCTION (RESIDENTIAL) - 2021-2022**

#20294158

#20271560

Minutes – Regular Meeting  
March 16, 2022