

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

**MINUTES**

**MARCH 17, 2020**

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

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

**ROLL CALL**

|                            |                          |                         |
|----------------------------|--------------------------|-------------------------|
| Mr. Covin - President      | Dr. Critelli             | Ms. McCaskill – call in |
| Mrs. Youngblood Brown – VP | Mr. Zambrano - absent    | Mrs. Peters- call in    |
| Mr. Grant - 7:02 P.M.      | Rev. Bennett – 7:04 P.M. | Mrs. Perez              |

**Administrator's Present**

|               |             |              |
|---------------|-------------|--------------|
| Dr. Salvatore | Dr. Freeman | Mr. Genovese |
| Mrs. Valenti  |             |              |

**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**

Mr. Covin, Board President, saluted the flag and led the Pledge of Allegiance.

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

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

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

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

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

No one addressed the Board.

**Comments from the Finance Committee Chair - Mrs. Youngblood Brown**

Mrs. Youngblood Brown briefed the Board on all of the items reviewed by the Finance Committee to include the tentative budget that is on the agenda for tonight which will be sent to the County Office for approval.

Motion was made by Dr. Critelli, seconded by Mrs. Youngblood Brown and carried by roll call vote that the Board approve the following items (D – E5).

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

**D. APPROVAL OF MINUTES**

That the Board approve the following minutes:

- Agenda Meeting minutes of February 18, 2020
- Regular Meeting minutes of February 19, 2020

**E. SECRETARY'S REPORT**

**1. BUDGET REPORTS – FY20 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 REPORTS – FY20 JANUARY TRANSFERS (continued)**

**NOW, THEREFORE BE IT RESOLVED** that the attached line item transfers FY20 January Transfers as listed be approved for the month ending January 31, 2020.

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

Ayes: 8  
Nays: 0  
Absent: 1 (Mr. Zambrano)  
Date: March 17, 2020

2. **BOARD SECRETARY'S REPORT - JANUARY 31, 2020**

That the Board approve the Board Secretary's Report for the month ending January 31, 2020 (which will be labeled **APPENDIX E-2** and made part of the permanent minutes upon Board approval).

3. **REPORT OF THE TREASURER - JANUARY 31, 2020**

That the Board approve the Report of the Treasurer for the months ending January 31, 2020 (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, 2020 Board Secretary's Report, no line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(a).

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

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

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

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, 2020 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.

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

Ayes: 8  
Nays: 0  
Absent: 1 (Mr. Zambrano)  
Date: March 17, 2020

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

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

6. **BILLS AND CLAIMS – FEBRUARY 6 - 29, 2020 AND MARCH 1 - 18, 2020 FOR CHRIST THE KING AND CITY OF LONG BRANCH/FINANCE**

That the Board approve the bills and claims for February 6 - 29, 2020 and March 1 - 18, 2020 for Christ the King and City of Long Branch/ Finance (which will be labeled **APPENDIX E-4** and made part of the permanent minutes upon Board approval).

Motion was made by Dr. Critelli, seconded by Mrs. Perez and carried by roll call vote that the Board approve the following items (E7 –E10).

Yes (8), Nays (0), Absent (1) Mr. Zambrano

7. **BILLS AND CLAIMS – FEBRUARY 6 - 29, 2020 AND MARCH 1 - 18, 2020 FOR AMY'S YOGABILITIES**

That the Board approve the bills and claims for February 6 - 29, 2020 and March 1 - 18, 2020 for Amy's Yogabilities (which will be labeled **APPENDIX E-4** and made part of the permanent minutes upon Board approval).



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

8. **BILLS AND CLAIMS – FEBRUARY 6 - 29, 2020 AND MARCH 1 - 18, 2020 EXCLUDING CHRIST THE KING, CITY OF LONG BRANCH/FINANCE AND AMY'S YOGABILITIES**

That the Board approve the bills and claims for February 6 - 29, 2020 and March 1 - 18, 2020 excluding Christ the King, City of Long Branch/Finance and Amy's Yogabilities (which will be labeled **APPENDIX E-4** and made part of the permanent minutes upon Board approval).

9. **RECONCILIATION MONTHLY OPERATING REPORT – SODEXO – FEBRUARY 29, 2020**

That the Board approve the monthly operating reports for the Sodexo Corporation, Food Service Management Company for the Long Branch School District for February 29, 2020 (which will be labeled **APPENDIX E-5** and made part of the permanent minutes upon Board approval).

10. **ATHLETIC FUND & ELEMENTARY SCHOOLS, MIDDLE SCHOOL & HIGH SCHOOL STUDENT FUNDS AS OF FEBRUARY 29, 2020**

That the Board approve the monthly reports for the Athletic Fund, the Elementary Schools, Middle School, and High School Student Funds as of February 29, 2020 (which will be labeled **APPENDIX E-6** and made part of the permanent minutes upon Board approval).

**LONG BRANCH PUBLIC SCHOOLS**

Long Branch, New Jersey

**STUDENT REGISTRATION**

(as of February 29, 2020)

|                     | AAA        | GLC        | GRE        | MA         | JMFECLC    | LWC        | TOTAL<br>ELEM | MS          | HS          | TOTAL       |
|---------------------|------------|------------|------------|------------|------------|------------|---------------|-------------|-------------|-------------|
| PreK                |            |            |            | 293        | 209        | 241        | 743           |             |             | 743         |
| Kdg                 |            | 57         |            | 107        | 104        | 109        | 377           |             |             | 377         |
| 1st                 | 127        | 147        | 119        |            |            |            | 393           |             |             | 393         |
| 2nd                 | 97         | 150        | 121        |            |            |            | 368           |             |             | 368         |
| 3rd                 | 77         | 189        | 103        |            |            |            | 369           |             |             | 369         |
| 4th                 | 87         | 178        | 83         |            |            |            | 348           |             |             | 348         |
| 5th                 | 95         | 178        | 91         |            |            |            | 364           |             |             | 364         |
| 6th                 |            |            |            |            |            |            | 0             | 312         |             | 312         |
| 7th                 |            |            |            |            |            |            | 0             | 393         |             | 393         |
| 8th                 |            |            |            |            |            |            | 0             | 392         |             | 392         |
| 9th                 |            |            |            |            |            |            | 0             |             | 382         | 382         |
| 10th                |            |            |            |            |            |            | 0             |             | 361         | 361         |
| 11th                |            |            |            |            |            |            | 0             |             | 334         | 334         |
| 12th                |            |            |            |            |            |            | 0             |             | 345         | 345         |
| MCI                 | 16         |            |            |            |            |            | 16            | 12          | 13          | 41          |
| MD                  |            |            |            |            |            |            | 0             |             |             | 0           |
| BD                  | 8          |            |            |            |            |            | 8             | 11          | 25          | 44          |
| LD                  | 61         |            | 31         |            |            |            | 92            | 56          | 28          | 176         |
| AUT                 | 14         |            | 15         |            |            |            | 29            | 13          | 14          | 56          |
| PD                  |            |            | 9          |            | 1          | 20         | 30            |             |             | 30          |
| OOD                 | 5          |            | 3          |            | 7          | 1          | 16            |             |             | 16          |
| Home<br>Instruction |            |            |            |            |            |            |               |             |             |             |
| <b>TOTAL</b>        | <b>587</b> | <b>899</b> | <b>575</b> | <b>400</b> | <b>321</b> | <b>371</b> | <b>3153</b>   | <b>1189</b> | <b>1502</b> | <b>5844</b> |

**February 2019 Figures**

| School        | AAA        | GLC        | GRE        | MA         | JMFECLC    | LWC        | Total Elem  | MS          | HS          | Total       |
|---------------|------------|------------|------------|------------|------------|------------|-------------|-------------|-------------|-------------|
| <b>Totals</b> | <b>539</b> | <b>886</b> | <b>560</b> | <b>395</b> | <b>333</b> | <b>392</b> | <b>3105</b> | <b>1227</b> | <b>1515</b> | <b>5847</b> |

F. **SUPERINTENDENT'S REPORT** – No report

G. **GENERAL ITEMS**

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

Dr. Salvatore briefed the Board regarding discussions held by members of the Operation and Management Committee. Those items are contained in the agenda under **Appendix G-1**.

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

Dr. Critelli and Mrs. Peters (remotely) briefed the Board regarding discussions held by members of the Instruction and Programs Committee. Those items are contained in the agenda under **Appendix G-2**.

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

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

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

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

1. **APPROVAL OF THE 2020-2021 AND 2021-2022 SCHOOL CALENDARS**

That the Board approve the attached 2020-2021 (**APPENDIX G-4**) and 2021 - 2022 (**APPENDIX G-5**) school calendars.

2. **APPROVAL TO SUBMIT TENTATIVE FY2021 BUDGET TO THE COUNTY OFFICE**

That the Board approve the following Resolution and submission of the tentative FY2021 budget to the County Office on or before March 20, 2020:

**RESOLUTION**

**WHEREAS**, the Long Branch Board of Education (herein referred to as “the Board”) has submitted a tentative budget to the State of New Jersey on or before March 20, 2020; and

**WHEREAS**, the Board with County approval will advertise the budget no later than April 23, 2020 in the legal section of the Asbury Park Press; and

**WHEREAS**, the tentative budget will be presented at a public meeting held in the auditorium of the Long Branch Middle School on Wednesday, April 29, 2020; and

**WHEREAS**, the Board includes in the proposed budget an adjustment for cap banking in the amount of \$1,831,500. The district will utilize this adjustment for the purpose of additional staff for special education and bilingual; and

G. **GENERAL ITEMS (continued)**

2. **APPROVAL TO SUBMIT TENTATIVE FY2021 BUDGET TO THE COUNTY OFFICE (continued)**

**WHEREAS**, the amount of the total operating budget including Pre-school shall be \$114,481,294 of which \$49,697,034 shall be raised by local tax levy; and

**WHEREAS**, the amount of debt service raised through local tax levy shall be \$577,750; and

**WHEREAS**, school district policy Travel/Reimbursement - Policy #9250 and N.J.A.C. 6A:23B-1.2(b) provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for 2020 - 2021 school year; and

**WHEREAS**, a Board of Education may establish, for regular district business travel only, a threshold of \$150 per staff member where prior Board approval shall not be required unless this threshold for a staff member is exceeded; and

**WHEREAS**, the Board hereby establishes the school district travel maximum for the 2020 - 2021 school year at the sum of \$97,500; and

**NOW THEREFORE BE IT RESOLVED**, the Long Branch Board of Education hereby submits this Resolution in support of the 2020 - 2021 budget to the County for approval.

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

Ayes: 8  
Nays: 0  
Absent: 1 (Mr. Zambrano)  
Date: March 17, 2020

3. **APPROVAL TO ESTABLISH THE GREGORY SCHOOL PTA SCHOLARSHIP FUND**

That the Board approve the establishment of the Gregory School PTA Scholarship Fund to be awarded annually to two (2) students in the amount of \$250 each. The scholarship will be awarded to graduating seniors who have attended Gregory School and have maintained a B average or higher throughout their High School career. The application will also include an essay explaining what impact attending the Gregory School had on the students and how it prepared them for Middle School and High School, as well as extra curricular and community service they participated in. The scholarship recipients will be selected by the PTA President and members of the Executive Board.



G. **GENERAL ITEMS (continued)**

4. **APPROVAL TO ESTABLISH THE GREATER LONG BRANCH CHAMBER OF COMMERCE SCHOLARSHIP**

That the Board approve the establishment of the Greater Long Branch Chamber of Commerce scholarship to be awarded to three (3) students in the amount of \$800 each. The scholarships will be awarded to graduating seniors who will be attending either a two year, four year college or post graduation trade school and have maintained a 3.25 grade point average or higher throughout their High School career. The application will also include an essay explaining why education is important to them and what their goals are for continued education. Two letters of recommendation from teachers, staff, administration or an employer are also required addressing the students ability as a student, employee and/or volunteer.

5. **APPROVAL OF THE VIVIAN A. CARR MEMORIAL SCHOLARSHIP**

That the Board approve the Vivian A. Carr Memorial Scholarship which will be awarded to a graduating senior pursuing a career in Science, Technology, Engineering and Mathematics (STEM). Additional criteria to be established at a later date.

6. **APPROVAL TO ACCEPT 2019 - 2020 HACKENSACK MERIDIAN HEALTH TAKE VAPE AWAY GRANT**

That the Board approve the acceptance of the 2019 - 2020 Hackensack Meridian Health Take Vape Away Grant in the amount of \$3,600.

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

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

7. **APPROVAL TO ACCEPT THE FY2019 ESEA GRANT CARRYOVER**

That the Board approve the acceptance of the FY2019 ESEA Consolidated Grant carryover monies in the amount of \$117,681. The breakdown is as follows:

|               |          |
|---------------|----------|
| Title I-A     | \$40,243 |
| Title III     | \$59,650 |
| Title III Im. | \$14,901 |
| Title IV      | \$ 2,887 |

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

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

## H. PERSONNEL ACTION

Motion was made by Dr. Critelli, seconded by Mr. Grant and carried by roll call vote that the Board approve the following items (H1 – I5).

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

### 1. RETIREMENT

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

**MARCIA GABRIEL**, School Psychologist, effective July 1, 2020. Ms. Gabriel has a total of 21 years of service.

**GEORGETTE GANT**, Secretary, effective April 1, 2020. Mrs. Gant has a total of 31 years of service.

### 2. RESIGNATION - CONTRACTUAL POSITION

That the Board accept the resignation of the following individual:

**DANIEL JOSEPH**, Custodian, effective March 26, 2020.

### 3. RESIGNATION - STIPEND POSITION

That the Board accept the stipend resignation of the following individual:

**STACI PELMAN**, AHSA Reviewer, effective January 1, 2020.

### 4. ANNUAL STIPEND POSITIONS - 2019-2020 SCHOOL YEAR

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

#### HIGH SCHOOL

##### Academic Lab Instructors - Homework Club

\$24.21/hr.

Kristen Clarke, Tiffani Monroe, Joseph Siciliano, Amanda Terry

### 5. COACHING/ATHLETIC STIPEND POSITIONS - 2019 - 2020 SCHOOL YEAR

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

#### HIGH SCHOOL - SPRING

##### CATEGORY 2

##### STEP

##### Girls Track Varsity Asst. Coach

Pierre Joseph

6

\$3,000

##### Volunteer Coach - Spring

Nicholas Tranchina

Golf

Volunteer - no salary/stipend

H. **PERSONNEL ACTION (continued)**

6. **APPOINTMENT OF SUBSTITUTES FOR THE 2019-2020 SCHOOL YEAR**

That the Board approve the following substitutes as listed for the 2019-2020 school year:

**SUBSTITUTE CORRIDOR AIDE (pending fingerprint clearance\*)**

Manuel Rosario\*

**SUBSTITUTE CUSTODIANS (pending fingerprint clearance\*)**

Timothy Clayton\*, Vince Selover\*

**SUBSTITUTE INSTRUCTIONAL ASSISTANT (pending fingerprint clearance\*)**

Jamaal Conley\*

**SUBSTITUTE SECRETARIES (pending fingerprint clearance\*)**

Christine Checki\*, Loren Emery\*, Manuel Rosario\*, Cecilia Sagardia\*

**SUBSTITUTE TEACHERS (pending fingerprint clearance\*)**

Carol Aversa\*, Cassandra Fauber\*, Paige Gyuridak\*, Christopher Johnson, Shannon Philpott, Zac Tillman\*

7. **ATTENDANCE AT CONFERENCES / MEETINGS**

That the Board approve the attendance of staff members indicated on the attached list at the conferences indicated - **APPENDIX H-1.**

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

That the Board approve/ratify the family/medical leaves of absence as listed on **APPENDIX H-2.**

9. **POLICIES AND REGULATIONS – SECOND AND FINAL READING – ALERT 218**

The new Policies and revised Policies and Regulations as listed on the attachment are being presented to the full Board for a second and final reading - **APPENDIX H-3.**

10. **CHANGE IN TRAINING LEVEL - 2019 - 2020 SCHOOL YEAR**

That the Board approve/ratify a change in training level for the following individuals, effective April 1, 2020:

**DANIELLE SCHNEIDER**, High School Teacher, from BA +30 to MA on the teacher's salary guide.

11. **TEACHER/MENTOR PROGRAM - 2019 - 2020 SCHOOL YEAR**

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

| <b><u>LOCATION</u></b>   | <b><u>TEACHER</u></b> | <b><u>MENTOR</u></b> |
|--------------------------|-----------------------|----------------------|
| Pupil Personnel Services | Megan Bolger          | Nikkia Blair         |
| Audrey W. Clark          | Quinn Batcho          | Nichollette Ballard  |

I. **STUDENT ACTION**

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

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

2. **FIELD TRIP APPROVALS**

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

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

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

4. **PLACEMENT OF TUITION-IN STUDENTS FOR THE 2019-2020 SCHOOL YEAR**

That the Board approve/ratify the following tuition-in student for the 2019-2020 school year:

**WEST LONG BRANCH SCHOOL DISTRICT**

Student ID#: 20267205

Placement: Middle School

Tuition: \$79,650.96

Effective Date: 3/2/2020

ESY: Per Diem 180 days at 442.51

Summer school days (30) 30.0

Total for ESY: \$13,275.16

5. **RECOMMENDATION FOR TERMINATION OF ATYPICAL OUT OF DISTRICT STUDENT FOR PLACEMENT AND TRANSPORTATION FOR THE 2019-2020 SCHOOL YEAR**

That the Board approve/ratify the termination of the following out of district student for placement and transportation for the 2019-2020 school year:

**HAWKSWOOD SCHOOL**

**EATONTOWN, NEW JERSEY**

Tuition: \$66,862.80/Student

Transportation

Extraordinary Aide: \$38,850.00/Student

Effective Date: 3/12/2020

ID#: 7899786625, classified as Eligible for Special Education and Related Services

\*NOTE: Student requires a nurse for bussing



Motion was made by Mrs. Youngblood Brown, seconded by Mr. Grant and carried by roll call vote that the Board approve the following item (6).  
Ayes (8), Nays (0), Absent (1) Mr. Zambrano

6. **RESOLUTION FOR CLOSED EXECUTIVE SESSION – 7:29 P.M.**

That the Board approve the following Resolution -

**RESOLUTION**

**WHEREAS**, the Open Public Meetings Act (Chapter 231, P.L. 1975) allows for the exclusion from discussion at the public portion of a meeting of certain matters which might endanger the public interest or risk the deprivation of individual rights, and

**WHEREAS**, the Long Branch Board of Education wishes to discuss **personnel matters regarding James Sweeney, Miguel Feliciano, Stephanie Brown and Gustavo Barrientos** with the resulting action being made public when a proper conclusion has been reached and there is no longer a need for confidentiality;

**NOW, THEREFORE BE IT RESOLVED**, the Long Branch Board of Education will hold a closed Executive Session immediately in the Board Conference Room, 540 Broadway, Long Branch, New Jersey. It is anticipated that the closed session will not last longer than 30 minutes. Action may be taken in the public portion of the meeting upon recessing of this Executive Session back into the open public meeting.

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

Ayes: 8  
Nays: 0  
Absent: 1 (Mr. Zambrano)  
Date: March 17, 2020

The Board returned to open session at 7:45 P.M.

**ROLL CALL**

Mr. Covin - President  
Mrs. Youngblood Brown - VP  
Mr. Grant

Dr. Critelli  
Mr. Zambrano - absent  
Rev. Bennett

Ms. McCaskill - call in  
Mrs. Peters - call in  
Mrs. Perez

Motion was made by Mrs. Perez, seconded by Dr. Critelli and carried by roll call vote that the Board approve the following items (J1 – J3).

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

J. **PERSONNEL ACTION**

1. **RESOLUTION - EMPLOYEE SUSPENSION WITH PAY**

That the Board approve the Resolution to suspend with pay James Sweeney as listed on **APPENDIX J-1**.

2. **RESIGNATION - CONTRACTUAL POSITION**

That the Board accept the resignation of the following individual:

**STEPHANIE BROWN**, Teacher, effective August 30, 2020.

**GUSTAVO BARRIENTOS**, Teacher, effective June 30, 2020.

3. **APPOINTMENT OF INSTRUCTIONAL ASSISTANT**

That the Board approve the appointment of the following named individual as an Instructional Assistant:

**STEPHANIE BROWN-MANUEL**, Amerigo A. Anastasia School at Step 20, Salary \$28.05/hr. + \$250 stipend for BA, effective September 1, 2020. Replaces: Michelle Velazquez.

(Acct # 15-204-100-106-000-03-00) (UPC # 1313-03-SELDI-PARAPR).

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

**DISCUSSION**

**Update on the coronavirus regarding instruction procedures and cleaning procedures**

Dr. Salvatore – We fed approximately 2,700 people today. The Food Service department and the custodians are doing a great job ensuring everyone is safe and that we are continuing to feed all of our children including homeless students. With regard to instruction, the teachers are meeting virtually with students through various software applications and trying to connect through educational learning during these very difficult times.

Rev. Bennett – Will there be SAT testing?

Dr. Salvatore – No.

Mrs. Youngblood Brown – What is the protocol regarding the teachers? Are they available for questions?

Dr. Salvatore – The teachers are reaching out to students through the internet and they also have the opportunity for direct messaging.

Dr. Critelli shared with the Board some of her experiences during this particular crisis and the difficulty in keeping a positive structure around education.

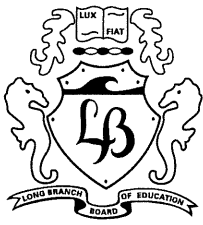
Dr. Salvatore – We will freeze our gradebooks with the hope of not to disrupt student placements.

L. **ADJOURNMENT – 8:09 P.M.**

There being no further discussion, motion was made by Mrs. Perez, seconded by Dr. Critelli and carried by roll call vote that the Board adjourn the meeting at 8:09 P.M.  
Ayes (8), Nays (0), Absent (1) Mr. Zambrano

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



# MINUTES

APPENDIX G-1

## OPERATION AND MANAGEMENT COMMITTEE

Wednesday, March 4, 2020 - 6:15 P.M.  
540 Broadway, Long Branch, NJ 07740

### COMMITTEE MEMBERS:

Armand Zambrano, Chairperson  
Donald Covin  
Lucille Perez  
Lauren McCaskill

### ADMINISTRATORS:

Michael Salvatore, Ph.D.  
Alvin L. Freeman, Ed.D.  
Peter E. Genovese III, RSBO, QPA  
Ann C. Degnan  
Christopher Dringus

### FACILITIES

#### ➤ ESIP Updates

- The lighting is done except for the George L. Catrambone School and the outside lights at the Gregory School and Amerigo A. Anastasia School
- They are working on the dampers at the High School gym
- ESG has to commission the AC equipment
- Johnson Controls is working on completing programming for the schools. They will start the Middle School programming and the 540 Broadway installation
- Presently they are on target to complete the project before June 1, 2020

#### ➤ Summer Projects:

- Lenna W. Conrow School electric – rewiring a cabinet in the kitchen that directly feeds the UVs in back of the school
- Possible JMFELC parking lot – Possible cost of \$220,000
- Possible lights at the Middle School auditorium – The dimmer panel is not compatible with LED bulbs; adding motors to chandeliers
- Lights for the Historic High School monument – underground trenching
- High School Auxiliary gym floor sanding
- Repair terrazzo at the Amerigo A. Anastasia School located by the gym
- Sand/paint stage at the Amerigo A. Anastasia School

#### ➤ Open HVAC positions



## **TECHNOLOGY**

- E-rate funding
  - A 1 year sum of money has been awarded to us that we will be utilizing to:
    - Upgrade the district firewalls
    - Install a full wireless infrastructure at 540 Broadway
    - Replace the wireless infrastructure at the Pre-K buildings
  - We are investigating possibly increasing our Internet Bandwidth
- Servers
  - More servers/applications have been moved off site
  - Plans and protection are in place for on-site servers
  - We are investigating several avenues for offsite backups

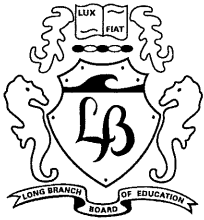
## **TECHNOLOGY (continued)**

- Chromebooks
  - Google has a date programmed for devices running their operating system whereby updates will cease once that date is reached. The state testing applications generally support "last years" version so once our devices reach their End of Update time, we will have roughly a year to re-appropriate and replace those units. We are in the process of reviewing timeframes and replacement costs

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## **GOALS**

1. The committee members will actively participate in professional dialog pertaining to facility management and preventative maintenance.
2. The committee members will seek professional learning experiences pertaining to facility operations with specific focus towards: educational code, NJ statute, federal guidelines, technology advancements, policy revisions, and initiatives put forth by the Department of Education.



# MINUTES

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## INSTRUCTION AND PROGRAMS COMMITTEE

Wednesday, March 4, 2020 - 5:30 PM

540 Broadway, Long Branch, NJ 07740

### **COMMITTEE MEMBERS:**

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

### **ADMINISTRATORS:**

Michael Salvatore, Ph.D.  
Alvin L. Freeman, Ed.D.  
Roberta Freeman, Ed.D.

1. Promising Practices in Mathematics - Presented by Melanie Harding, Supervisor of Mathematics K-5

The CCSSO Research study as well as the implementation of Guided Math and the Math Workshop were shared.

#### **a. Math Ambassadors:**

- In 2018, the Long Branch Public Schools partnered with the NJDOE and their Math Coordinator Deidre Richardson as well as the CCSSO to embark upon a research study in early mathematics. The goal of the study was to increase the quality of math instruction and student achievement through the use of differentiated, data-driven, small groups with attention to numeracy and spatial reasoning across kindergarten and first grade classrooms to support future success in mathematics and literacy. Our first step was choosing our teacher leaders (Math Ambassadors) to pilot innovative research based practices and resources. In total there were 6 math ambassadors chosen, one from each of our 3 early learning schools and 3 elementary schools. The intention is to build capacity and teacher leadership within each school, based on what our pilot teachers learned throughout the study.

- During the 2018-2019 school year, the Math Ambassadors were offered continuous professional development through the use of lead researchers in the field such as Dr. Doug Clements and Dr. Julie Sarama from the University of Denver as well as experts in early mathematics instruction, our consultant Dr. Nicki Newton. We provided them with resources such as a guided math framework and tools to implement a math workshop model of instruction. Their Professional learning was on-going and consisted of monthly PLCs for the cohort, monthly learning walks, quarterly leadership training, workshops, and virtual rounds. A coaching approach was used with the teachers through the support of all Long Branch administration, experts and consultants, and our NJDOE representatives. The main focus of the professional learning was on small group instruction through a guided math framework as well as differentiated supports through the use of formative assessments. The LBPS Math Curriculum was used as the main vehicle to drive instruction in addition to other resources such as the Learning Trajectories.
- During the 2019-2020 school year, our math ambassadors have served as the expert in their building in the guided math framework and the math workshop approach as well as the Learning Trajectories. These teacher leaders with expertise in mathematics education provide school-based professional development needed to support and maintain the teacher change process. They lead their building wide math PLCs and offer professional learning to the teachers during district wide professional learning sessions. They model instruction, participate in virtual rounds and have continued their professional learning through intensive sessions with our consultants and experts. The math ambassadors are currently using video for guided self-reflection placing them as the leaders of their own learning. Using a free program called VideoAnt, teachers videotape a practice. They share the videos with the other math ambassadors who annotate the video offering suggestions and comments. Ultimately, our ambassadors will lead this initiative in hopes of maximizing the impact of video for teacher-led professional learning.
- Without our math ambassadors passion and dedication it would be difficult to drive an initiative such as guided math and the math workshop. When scaling out these instructional changes to our all of our kindergarten and first grade teachers district wide, their invaluable contribution to the process has been crucial to the success of this math initiative.

#### **b. Guided Math:**

- In Guided Math groups, students engage in standards-based, rigorous, learning opportunities where the teacher focuses on a particular concept, strategy or skill. Teachers facilitate this learning through hands-on, scaffolded conversations and intensive questioning. Guided math provides a structure for teachers to differentiate instruction so they can reach and teach every student.
- Guided Math Groups are small, intentional lessons with students around a particular topic presented in their zone of proximal development. Teachers meet with every child in their class multiple times a week in small guided math groups. These small groups allow students the opportunity to talk with each other and do the math...that's truly the essence of guided math...students talking and working! Students get to use various materials to explore concepts in a guided math group. They may be acting things out, using objects, using drawings, and using diagrams. Students are always engaged in hands on, minds on activities.

- During the guided math group, the teacher follows the guided math framework:
  1. Mini Lesson/ Focus and Learning Objectives: The teacher presents a brief mini-lesson based on a concept, strategy, or skill highlighted in the data gathered about the students. The teacher presents a focus for the meeting and outlines learning expectations.
  2. Model: The teacher then models or demonstrates the math concept, strategy, or skill.
  3. Discuss and Do The Math: Children then have opportunities to discuss and practice the math (in a group, with a partner, or alone).
  4. Formative Assessment: Teacher listens to students' conversations and watches their work to guide instruction.
  5. Debrief: Teacher summarize major takeaways, highlight main points, and make any necessary clarification, and solicit further questions/comments.

**c. Math Workshop:**

- Math Workshop is about a group of children learning and working together in a structured instructional format that has multiple spaces for individual, partner, and small group work. In math workstations, students collaborate and learn about math through invigorating and stimulating projects, games, and activities.
- Math workstations are differentiated, standards based, engaging activities that foster mathematical thinking. The goal of math workstations is to encourage students to make sense of math by engaging in sustained practice over time that allows them to build conceptual understanding, procedural fluency, and problem solving skills. Through a variety of experiences that start at the concrete level and then scaffold through the pictorial level and then the abstract level, children get to feel the math, see the math and do the math!
- Math workstations allow children the opportunity to revisit, review, practice, and be enriched so they can become flexible confident proficient mathematicians. Children like to laugh and learn by doing something that challenges them just enough but that is still fun and engaging....Math Workstations do just that!

**2. Question & Answer**

- a. Mrs. Bennett commented about how the hands on materials makes the math accessible to all students, giving students at all levels the opportunity to learn math.
- b. Questions about funding were raised. Dr. Salvatore and Dr. Freeman explained that through our research with the CCSSO, \$30,000 in funding was secured to pay for professional learning and materials.

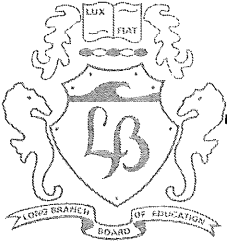
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**INSTRUCTION & PROGRAMS COMMITTEE GOALS**

The committee members will actively participate in professional dialog pertaining to the state student learning standards, teacher evaluation, student growth objectives, student growth percentiles and NJSLA.

The committee members will seek professional learning experiences pertaining to curriculum and instruction with specific focus towards: state student learning standards, teacher evaluation, student growth objectives, student growth percentiles and NJSLA.





# MINUTES

## COMMUNICATIONS / SECURITY COMMITTEE MEETING

Tuesday, March 3, 2020  
540 Broadway, Long Branch, NJ 07740

### COMMITTEE MEMBERS:

Avery Grant - Chairperson  
Tasha Youngblood Brown  
Caroline Bennett  
Lauren McCaskill

### ADMINISTRATORS:

Michael Salvatore, Ph.D.  
Alvin L. Freeman, Ed.D.

- Device distribution

We will be upgrading our digital radios for security and communication throughout the entire district. This upgrade includes an emergency infrastructure for communication all through smart devices.

- Security aid

The LPBS will be eligible for more than 250,000 for security aid. We are awaiting guidance from the DOE but intend to utilize these funds for our radio upgrades.

- Class III officers

We will be continuing our contract for Class 3 officers. We expect to see some changes in the officers as some are taking jobs in other districts.

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### **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.



# LONG BRANCH PUBLIC SCHOOLS

"Where Children Matter Most"

## 2020-2021 SCHOOL CALENDAR

| September 2020 |    |    |    |    |    |    |
|----------------|----|----|----|----|----|----|
| Su             | M  | Tu | W  | Th | F  | Sa |
|                |    | 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 2020 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| Su           | M  | Tu | W  | Th | F  | Sa |
|              |    |    |    | 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 2020 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| Su            | M  | Tu | W  | Th | F  | Sa |
| 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 2020 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| Su            | M  | Tu | W  | Th | F  | Sa |
|               |    | 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 2021 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| Su           | M  | Tu | W  | Th | F  | Sa |
|              |    |    |    |    | 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 2021 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| Su            | M  | Tu | W  | Th | F  | Sa |
|               | 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            |    |    |    |    |    |    |

| March 2021 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| Su         | M  | Tu | W  | Th | F  | Sa |
|            | 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 2021 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| Su         | M  | Tu | W  | Th | F  | Sa |
|            |    |    |    | 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 |    |

| May 2021 |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| Su       | M  | Tu | W  | Th | F  | Sa |
|          |    |    |    |    |    | 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 2021 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| Su        | M  | Tu | W  | Th | F  | Sa |
|           |    | 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 |    |    |

| KEY |                               |
|-----|-------------------------------|
|     | SCHOOLS CLOSED FOR ALL        |
|     | FIRST DAY OF SCHOOL           |
|     | SCHOOLS CLOSED - PD FOR STAFF |
|     | HALF DAY - PD FOR STAFF       |
|     | CLOSED - INCLEMENT WEATHER    |
|     | LAST DAY OF SCHOOL - HALF DAY |

| TOTAL DAYS |  |
|------------|--|
| <b>180</b> | = STUDENTS   |
| <b>183</b> | = STAFF  |
| <b>186</b> | = NEW CERTIFIED STAFF<br>(AUGUST 26, 27, 28, 2020) |

IN THE EVENT OF SCHOOL CLOSINGS DUE TO INCLEMENT WEATHER, THE CALENDAR WILL BE ADJUSTED AS FOLLOWS:

**1ST INCLEMENT WEATHER DAY:** SCHOOLS OPEN ON **FEB 12** - (IF SNOW DAY OCCURS BEFORE JAN 30)

**2ND INCLEMENT WEATHER DAY:** SCHOOLS OPEN ON **MAY 28** - (IF SNOW DAY OCCURS AFTER JAN 30)

**3RD + INCLEMENT WEATHER DAY:** EXTEND SCHOOL YEAR PAST JUNE 17, 2021

## SUMMARY OF DAYS

| Month   | Staff      | Students   |
|---|------------|------------|
| September   | 21         | 19         |
| October   | 22         | 21         |
| November  | 17         | 17         |
| December  | 16         | 16         |
| January   | 19         | 19         |
| February  | 18         | 18         |
| March   | 19         | 19         |
| April   | 19         | 19         |
| May   | 19         | 19         |
| June  | 13         | 13         |
| <b>Total</b>  | <b>183</b> | <b>180</b> |
| <b>New staff attends August 26-28, 2020 for New Teacher Orientation</b> |            |            |

## Long Branch Public Schools Calendar 2020 - 2021 School Year

### 2020

|                                    |   |
|------------------------------------|---|
| <b>Wednesday, August 26</b>        | <b>New Teacher Orientation:</b> All New Certified Staff |
| <b>Thursday, August 27</b>         | <b>New Teacher Orientation:</b> All New Certified Staff |
| <b>Friday, August 28</b>           | <b>New Teacher Orientation:</b> All New Certified Staff |
| <b>Tuesday, September 1</b>        | <b>Schools Closed for Students:</b> PD Day for Staff    |
| <b>Wednesday, September 2</b>      | <b>Schools Closed for Students:</b> PD Day for Staff    |
| <b>Thursday, September 3</b>       | <b>First day of School:</b> Welcome Back!               |
| <b>Monday, September 7</b>         | <b>Labor Day:</b> Schools Closed                        |
| <b>Monday, October 12</b>          | <b>Columbus Day:</b> Schools Closed- PD Day for Staff   |
| <b>Thurs, Nov 5 – Fri, Nov 6</b>   | <b>NJEA Convention:</b> Schools Closed                  |
| <b>Thurs, Nov 26 – Fri, Nov 27</b> | <b>Thanksgiving Recess:</b> School Closed               |
| <b>Wed, Dec 23 – Fri, Jan 1</b>    | <b>Winter Recess:</b> Schools Closed                    |

### 2021

|                                      |  |
|--------------------------------------|--|
| <b>Monday, January 4</b>             | <b>Schools Reopen:</b> Welcome Back!           |
| <b>Monday, January 18</b>            | <b>Martin Luther King Day:</b> Schools Closed  |
| <b>Friday, January 22</b>            | <b>½ Day for Students:</b> PD Day for Staff    |
| <b>Fri, Feb 12 – Mon, Feb 15</b>     | <b>President's Day Weekend:</b> Schools Closed |
| <b>Friday, February 26</b>           | <b>½ Day for Students:</b> PD Day for Staff    |
| <b>Friday, March 19</b>              | <b>½ Day for Students:</b> PD Day for Staff    |
| <b>Fri, March 26 – Mon, April 5</b>  | <b>Spring Recess:</b> Schools Closed           |
| <b>Tuesday, April 6</b>              | <b>Schools Reopen:</b> Welcome Back!           |
| <b>Friday, April 30</b>              | <b>½ Day for Students:</b> PD Day for Staff    |
| <b>Fri, May 28 – Mon, May 31</b>     | <b>Memorial Day Weekend:</b> Schools Closed    |
| <b>Wed, June 16 – Thurs, June 17</b> | <b>½ Day for Students</b>                      |
| <b>Thursday, June 17</b>             | <b>Last day for Students &amp; Staff</b>       |

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





# LONG BRANCH PUBLIC SCHOOLS

"Where Children Matter Most"

## 2021-2022 SCHOOL CALENDAR

| September 2021 |    |    |    |    |    |    |
|----------------|----|----|----|----|----|----|
| Su             | M  | Tu | W  | Th | F  | Sa |
|                |    |    | 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 2021 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| Su           | M  | Tu | W  | Th | F  | Sa |
|              |    |    |    |    | 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 2021 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| Su            | M  | Tu | W  | Th | F  | Sa |
|               | 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 2021 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| Su            | M  | Tu | W  | Th | F  | Sa |
|               |    |    | 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 2022 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| Su           | M  | Tu | W  | Th | F  | Sa |
|              |    |    |    |    |    | 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 2022 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| Su            | M  | Tu | W  | Th | F  | Sa |
|               |    | 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 |    |    |    |    |    |

| March 2022 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| Su         | M  | Tu | W  | Th | F  | Sa |
|            |    | 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 2022 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| Su         | M  | Tu | W  | Th | F  | Sa |
|            |    |    |    |    | 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 |

| May 2022 |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| Su       | M  | Tu | W  | Th | F  | Sa |
| 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 2022 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| Su        | M  | Tu | W  | Th | F  | Sa |
|           |    |    | 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 |    |

| KEY |                               |  |  |  |  |  |
|-----|-------------------------------|--|--|--|--|--|
|     | SCHOOLS CLOSED FOR ALL        |  |  |  |  |  |
|     | FIRST DAY OF SCHOOL           |  |  |  |  |  |
|     | SCHOOLS CLOSED - PD FOR STAFF |  |  |  |  |  |
|     | HALF DAY - PD FOR STAFF       |  |  |  |  |  |
|     | CLOSED - INCLEMENT WEATHER    |  |  |  |  |  |
|     | LAST DAY OF SCHOOL - HALF DAY |  |  |  |  |  |

| TOTAL DAYS                |  |  |  |  |  |  |
|---------------------------|--|--|--|--|--|--|
| 180 = STUDENTS            |  |  |  |  |  |  |
| 183 = STAFF               |  |  |  |  |  |  |
| 186 = NEW CERTIFIED STAFF |  |  |  |  |  |  |
| (AUGUST 25, 26, 27, 2021) |  |  |  |  |  |  |

IN THE EVENT OF SCHOOL CLOSINGS DUE TO INCLEMENT WEATHER, THE CALENDAR WILL BE ADJUSTED AS FOLLOWS:

**1ST INCLEMENT WEATHER DAY:** SCHOOLS OPEN ON **FEB 18** - (IF SNOW DAY OCCURS BEFORE JAN 30)

**2ND INCLEMENT WEATHER DAY:** SCHOOLS OPEN ON **MAY 27** - (IF SNOW DAY OCCURS AFTER JAN 30)

**3RD + INCLEMENT WEATHER DAY:** EXTEND SCHOOL YEAR PAST JUNE 17, 2022

## SUMMARY OF DAYS

| Month   | Staff      | Students   |
|---|------------|------------|
| September   | 19         | 17         |
| October   | 21         | 20         |
| November  | 18         | 18         |
| December  | 16         | 16         |
| January   | 20         | 20         |
| February  | 18         | 18         |
| March   | 23         | 23         |
| April   | 15         | 15         |
| May   | 20         | 20         |
| June  | 13         | 13         |
| <b>Total</b>  | <b>183</b> | <b>180</b> |
| <b>New staff attends August 25-27, 2021 for New Teacher Orientation</b> |            |            |

## Long Branch Public Schools Calendar 2021 - 2022 School Year

### 2021

|   |   |
|---|---|
| <b>Wednesday, August 25</b>             | <b>New Teacher Orientation:</b> All New Certified Staff |
| <b>Thursday, August 26</b>              | <b>New Teacher Orientation:</b> All New Certified Staff |
| <b>Friday, August 27</b>                | <b>New Teacher Orientation:</b> All New Certified Staff |
| <b>Wednesday, September 1</b>           | <b>Schools Closed for Students:</b> PD Day for Staff    |
| <b>Thursday, September 2</b>            | <b>Schools Closed for Students:</b> PD Day for Staff    |
| <b>Friday, September 3</b>              | <b>Schools Closed</b>                                   |
| <b>Monday, September 6</b>              | <b>Labor Day:</b> Schools Closed                        |
| <b>Tuesday, September 7</b>             | <b>Schools Closed</b>                                   |
| <b>Wednesday, September 8</b>           | <b>First day of School:</b> Welcome Back!               |
| <b>Monday, October 11</b>               | <b>Columbus Day:</b> Schools Closed                     |
| <b>Thurs, Nov 4 – Fri, Nov 5</b>        | <b>NJEA Convention:</b> Schools Closed                  |
| <b>Thurs, Nov 25 – Fri, Nov 26</b>      | <b>Thanksgiving Recess:</b> Schools Closed              |
| <b>Thurs, Dec 23 – Fri, December 31</b> | <b>Winter Recess:</b> Schools Closed                    |

### 2022

|                                      |  |
|--------------------------------------|--|
| <b>Monday, January 3</b>             | <b>Schools Reopen:</b> Welcome Back!           |
| <b>Monday, January 17</b>            | <b>Martin Luther King Day:</b> Schools Closed  |
| <b>Friday, January 28</b>            | <b>½ Day for Students:</b> PD Day for Staff    |
| <b>Fri, Feb 18 – Mon, Feb 21</b>     | <b>President's Day Weekend:</b> Schools Closed |
| <b>Friday, February 25</b>           | <b>½ Day for Students:</b> PD Day for Staff    |
| <b>Friday, March 25</b>              | <b>½ Day for Students:</b> PD Day for Staff    |
| <b>Fri, April 15 – Fri, April 22</b> | <b>Spring Recess:</b> Schools Closed           |
| <b>Monday, April 25</b>              | <b>Schools Reopen:</b> Welcome Back!           |
| <b>Fri, May 27 – Mon, May 30</b>     | <b>Memorial Day Weekend:</b> Schools Closed    |
| <b>Thurs, June 16 – Fri, June 17</b> | <b>½ Day for Students:</b> PD Day for Staff    |
| <b>Friday, June 17</b>               | <b>Last day for Students &amp; Staff</b>       |

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

## CONFERENCES

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

### **Susana Abreu**

**\$274.00**

HS Math Teacher, to attend 2020 Spring Conference: Equity for Language Learners, sponsored by New Jersey Teachers of English to Speakers of Other Languages (NJTESOL) New Jersey Bilingual Education, to be held **May 28, 2020** at the Hyatt Regency, New Brunswick, NJ (ACCT: 15-000-223-500-167-01-44).

### **Stephanie Dixon**

**\$279.00**

Gregory Teacher, to attend Strengthen Phonics Instruction in (K-2) Reading Program, sponsored by Institute for Educational Development, to be held **April 22, 2020** at The Wilshire Grand Hotel, West Orange, NJ (ACCT: 15-000-223-500-100-07-44).

### **Nikolas Greenwood**

**\$316.00**

Gregory Student Advisor, to attend Restorative Practice in the Classroom, sponsored by Bureau of Education Research, to be held **May 14, 2020** at the The Wilshire Grand Hotel, West Orange, NJ (ACCT: 15-000-223-500-100-07-44).

### **Bonnie Monteforte**

**\$312.00**

Anastasia School Nurse, to attend New Jersey American Academy of Pediatrics(NJAAP) Conference & Exhibition: Re-Stock Your Pediatric Toolbox, sponsored by New Jersey Ammerican Academy of Pediatrics, to be held **May 20, 2020** at The Palace at Somerset Park, NJ (ACCT: 11-000-213-500-316-11-44)

### **Carol Possiel**

**\$279.00**

Gregory Teacher, to attend Strengthen Phonics Instruction in (K-2) Reading Program, sponsored by Institute for Educational Development, to be held **April 22, 2020** at The Wilshire Grand Hotel, West Orange, NJ (ACCT: 15-000-223-500-100-07-44).



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

**KAMILAH BERGMAN**, High School teacher, effective March 16, 2020.

**PATRICIA BRUCKNER**, Gregory School teacher, effective March 19, 2020.

**BRUCE CLAY**, High School corridor aide, effective March 11, 2020.

**KILEY FALLON**, Middle School teacher, effective April 7, 2020.

**ALISSA GALLO**, High School teacher, effective March 16, 2020.

**STACI PELMAN**, High School teacher, effective March 16, 2020.

**JESSE ROSENBAUM**, Middle School teacher, effective February 24, 2020.

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

**KAMILAH BERGMAN**, High School teacher, from February 10, 2020 to March 3, 2020.

**BRUCE CLAY**, High School corridor aide, from February 21, 2020 to March 10, 2020.

**TRACEY CUMMINGS**, George L. Catrambone School teacher, from April 7, 2020 to May 19, 2020.

**ROSEMARY DOUGHERTY**, Pupil Personnel Services, Learning Disabilities Teacher Consultant from February 24, 2020 to May 23, 2020.

**ALISSA GALLO**, High School teacher, from January 28, 2020 to March 13, 2020.

**DONNA OLIVADOTTI**, District Transportation bus driver, from March 27, 2020 to May 8, 2020.

**SHERRY ROBINSON**, Morris Avenue School instructional assistant, from April 23, 2020 to June 18, 2020.

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

**KAMILAH BERGMAN**, High School teacher, from March 4, 2020 and May 5, 2020.

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

**SHANNON BOOTH**, Gregory School instructional assistant, from March 17, 2020 to March 30, 2020.

**KAMILAH BERGMAN**, High School teacher, from March 6, 2020 to March 13, 2020.

**REQUEST TO EXTEND FAMILY/MEDICAL LEAVE OF ABSENCE USING SICK DAYS**

**GEORGETTE GANT**, Morris Avenue secretary, from March 4, 2020 to March 6, 2020.

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

**GEORGETTE GANT**, Morris Avenue secretary, from March 9, 2020 to March 10, 2020.

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

**BETSY CALLAGHAN**, Joseph M. Ferraina Early Childhood Learning Center student facilitator, for March 10, 2020.

**GEORGETTE GANT**, Morris Avenue secretary, from March 11, 2020 to March 13, 2020.

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

**GEORGETTE GANT**, Morris Avenue secretary, from March 16, 2020 to March 20, 2020.

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

**BETSY CALLAGHAN**, Joseph M. Ferraina Early Childhood Learning Center student facilitator, for March 25, 2020 to June 18, 2020.

**CRYSTAL HOUSTON-BEY**, Joseph M. Ferraina Early Childhood Learning Center instructional assistant, from March 6, 2020 to April 6, 2020.

**TIFFANY RAWLS-DILL**, Pupil Personnel Services, secretary from March 2, 2020 to June 30, 2020.

### **REQUEST TO EXTEND FAMILY/MEDICAL LEAVE OF ABSENCE USING FAMILY ILLNESS / SICK MINUS SUB PAY DAYS**

**BETSY CALLAGHAN**, Joseph M. Ferraina Early Childhood Learning Center student facilitator, for March 11, 2020 to March 24, 2020.

**GEORGETTE GANT**, Morris Avenue secretary, from March 23, 2020 to March 31, 2020.



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

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

**Monthly HIB Report**

Reporting Period - February 15, 2020 - March 12, 2020

**Summary**

Total: Zero (0) HIB investigations, zero (0) confirmed

**PLACEMENT OF STUDENTS ON HOME INSTRUCTION**

ID#: 120800020

Medical

**PLACEMENT OF STUDENT ON HOME INSTRUCTION (RESIDENTIAL)**

ID#: 20241567

Learn Well

PHP: 30 days at a rate of \$54.50 per hour - 10 hours per week = \$2,180.00

ID#: 20267076

Learn Well

PHP: 30 days at a rate of \$54.50 per hour - 10 hours per week = \$2,180.00

ID#: 01004368

Learn Well

PHP: 30 days at a rate of \$54.50 per hour - 10 hours per week = \$2,180.00

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 **JAMES SWEENEY**, a corridor aide/safe school environment person, effective March 5, 2020 pending the results of an investigation.

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

Ayes: 8  
Nays: 0  
Absent: 1 (Mr. Zambrano)  
Date: March 17, 2020