

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

MINUTES

MAY 25, 2016

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

A. ROLL CALL

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

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

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

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

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

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

B. FLAG SALUTE AND PLEDGE OF ALLEGIANCE

Alvin L. Freeman, Assistant Superintendent of Schools, introduced two students from the **Lenna W. Conrow Early Childhood Learning Center**, **Kevin Barbosa** and **Luz Viedma-Gonzalez** who saluted the flag and led the Pledge of Allegiance.

C-1. STATEMENT TO THE PUBLIC

Mrs. Widdis 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

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

action is taken. Only then is it placed on the agenda for action at a public meeting. In rare instances, matters are presented to the Board of Education for discussion at the same meeting that final action may be taken. All agenda attachments are available for public review.

Time may be allocated for public comment at this meeting. Each speaker may be allotted a limited time when recognized by the presiding officer. Individuals wishing to address the Board shall be recognized by the presiding officer and shall give their names, addresses and the group, if any, that they represent. Although the Board encourages public participation, it reserves the right, through its presiding officer, to terminate remarks to and/or by any individual not in keeping with the conduct of a proper and efficient meeting. The Board will not respond to questions during the public participation portion of this meeting involving the employment, appointment, termination of employment, negotiations, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific, prospective or current employee.

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

No one addressed the Board.

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

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

D. **APPROVAL OF MINUTES**

That the Board approve the following minutes:

- Agenda Meeting minutes of April 26, 2016
- Executive Session minutes of April 26, 2016
- Regular Meeting minutes of April 27, 2016

E. **SECRETARY'S REPORT**

1. **BUDGET TRANSFER REPORTS – FY16 FEBRUARY AND FY16 MARCH 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 – FY16 FEBRUARY AND FY16 MARCH TRANSFERS (continued)**

NOW, THEREFORE BE IT RESOLVED that the attached line item transfer FY16 February and FY16 March Transfers as listed be approved for the months ending February 29, 2016 and March 31, 2016.

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

Ayes: 9
Nays: 0
Absent: 0
Date: May 25, 2016

2. **BOARD SECRETARY'S REPORT – MARCH 31, 2016**

That the Board approve the Board Secretary's Report for the month ending March 31, 2016 (which will be labeled **APPENDIX E-2** and made part of the permanent minutes upon Board approval).

3. **REPORT OF THE TREASURER - MARCH 31, 2016**

That the Board approve the Report of the Treasurer for the month ending March 31, 2016 (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 March 31, 2016 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

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 March 31, 2016 no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

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

Ayes: 9
Nays: 0
Absent: 0
Date: May 25, 2016

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

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

6. **BILLS AND CLAIMS – MARCH 15 - 30, 2016, APRIL 13 - 29, 2016 AND MAY 1 - 25, 2016 FOR CHRIST THE KING AND LAURA WIDDIS**

That the Board approve the March 15 - 30, 2016, April 13 - 29, 2016 and May 1 - 25, 2016 bills and claims for Christ the King and Laura Widdis (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. George and carried by roll call vote that the Board approve the following items (E7 – 9).

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

7. **BILLS AND CLAIMS - MARCH 15 - 30, 2016, APRIL 13 - 29, 2016 AND MAY 1 - 25, 2016 EXCLUDING CHRIST THE KING AND LAURA WIDDIS**

That the Board approve the March 15 - 30, 2016, April 13 - 29, 2016 and May 1 - 25, 2016 bills and claims excluding Christ the King and Laura Widdis (which will be labeled **APPENDIX E-4** and made part of the permanent minutes upon Board approval).

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

8. **RECONCILIATION MONTHLY OPERATING REPORT – SODEXO – APRIL 30, 2016**

That the Board approve the monthly operating report for the Sodexo Corporation, Food Service Management Company for the Long Branch School District for April 30, 2016 (which will be labeled **APPENDIX E-5** and made part of the permanent minutes upon Board approval).

9. **ATHLETIC FUND & ELEMENTARY SCHOOLS, MIDDLE SCHOOL & HIGH SCHOOL STUDENT FUNDS AS OF APRIL 30, 2016**

That the Board approve the monthly reports for the Athletic Fund, the Elementary Schools, Middle School, and High School Student Funds as of April 30, 2016 (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 April 30, 2016)

	AAA	GLC	GRE	MA	JMFECLC	LWC	TOTAL ELEM	MS	HS	TOTAL
PreK				301	239	287	827			827
Kdg		42		107	112	111	372			372
1st	122	167	101				390			390
2nd	80	143	106				329			329
3rd	129	160	121				410			410
4th	101	171	111				383			383
5th	120	147	113				380			380
6th							0	345		345
7th							0	352		352
8th							0	347		347
9th							0		391	391
10th							0		313	313
11th							0		315	315
12th							0		322	322
MCI	19						19	7	9	35
MD							0			0
BD							0	15	22	37
LD	20	30	61				111	27	13	151
AUT	17		15				32	15	3	50
PD						29	29			29
OOD	6	3	5			2	16	11	23	50
Home Instruction							0	2		2
TOTAL	614	863	633	408	351	429	3298	1121	1411	5830

April 2015 Figures									
School	AAA	GLC	GRE	MA	JMFECLC	LWC	MS	HS	Grand Total
Totals	615	873	624	392	371	440	1121	1295	5731

F. **SUPERINTENDENT'S REPORT**

1. **RECOGNITION OF ACHIEVEMENT**

- A. The following students have been selected as the winners for the Municipal Memorial Day Essay Contest. Each student will be presented with a \$100.00 cash prize and will be reading their essays in the front of City Hall at the Memorial Day Ceremony on Monday, May 30, 2016 at 11:00 A.M.

Siara Perez	-	Gregory School	- Grade 4
Lorenzo Cabana	-	Middle School/LDR	- Grade 6
Margaux Cattelona	-	High School/LDR	- Grade 11

- B. The following students have been selected as the winners for the Seven President's Essay Contest. Each student will be presented with an official proclamation and will be reading their essays in the 2nd Floor Council Chambers of City Hall on Tuesday, May 24, 2016 at 7:30 P.M.

Margaux Cattelona - High School, Grade 11
Shannon Nutley - High School, Grade 11
Laura Demytrk - High School, Grade 11
William Silva - High School, Grade 11
Kaylee Zarella - High School, Grade 11

- C. Lonell Klina, K-12 Visual and Performing Arts Supervisor, wrote the following article, *Making Connections and Natural Curiosity* to be featured in the Summer issue of SchoolArts Magazine. SchoolArts is a national art education magazine committed to promoting excellence, advocacy, and professional support for educators in the visual arts.
- D. The Amerigo A. Anastasia School has achieved the 2016 Bronze National Healthy Schools Award which is sponsored by the Alliance for a Healthier Generation

2. **ATHLETIC ACCOMPLISHMENTS**

2015-2016 NJSIAA Scholar-Athlete

Alvaro Aquino, Boys Tennis

2015-2016 Monmouth County Athletic Directors' Association Sportsmanship Awards

Nicholas Stoia, Football, Indoor/Outdoor Track & Field
Madellyne Sanchez, Cross Country, Indoor/Outdoor Track

2015-2016 NJSIAA Women in Sports Representative

Emily Balina, Field Hockey, Girls Lacrosse

2015-2016 NJSIAA News 12 Scholar – Athlete

Arianna Lynch, Field Hockey, Bowling, Golf

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

2. **ATHLETIC ACCOMPLISHMENTS (continued)**

Football

Brandon Lane, LB - 3rd Team All Shore

Joseph Jasio, OL - 2nd Team All Shore

Cameron Hills, OL - 1st Team Academic All Shore

Nicholas Stoia, OL - 1st Team Academic All Shore

Girls' Basketball

Che'Kesha Andrews – 1st Team All Division, 2nd Team All Shore -
scoring over 1000 points

3. **PRESENTATION OF AWARDS**

A) **DISTRICT VOLUNTEERS**

Tara Giunta	Stacey Lubischer
Ebony Richard	Nicole Jones
Kymberly Griffin	Angelina Villanueva
Eileen Birkner	Octavia Harrell
Iris Alvarado	Sonia Rhoden
Melinda Santiago	

B) **TEACHER OF THE MONTH - APRIL**

JENNIFER CAMPBELL, Preschool Teacher, Lenna W. Conrow
Early Childhood Learning Center, presented by Rev. Bennett

C) **SUPPORT STAFF OF THE MONTH - APRIL**

DAHEMIA STEWART, Instructional Assistant, Lenna W. Conrow
Early Childhood Learning Center, presented by Rev. Bennett

D) **AWARDING OF TENURE CERTIFICATES**

The Board and I would like to extend our congratulation to the
following staff members who have attained tenure in the Long
Branch Public Schools:

Lenna W. Conrow School

Presented by: Bonita Potter-Brown

SABRINA SHEERIN - Teacher

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

4. **STUDENT COUNCIL LIAISON'S REPORT**

Shannon Nutley – Good evening Dr. Salvatore, members of the Board of Education, Central Office administration, faculty, parents and members of the community who are in attendance this evening; this is my monthly report. This month I visited the Lenna W. Conrow School. Lenna W. Conrow School is extremely community oriented and enjoys building relationships with the community members and parents of their students. In order to facilitate this during the course of this school year, students visited places like the firehouse. In addition, they had the opportunity to interact with various parents who shared their occupations with the 3 – 5 year old students. Another way the students got in touch with the community was by participating in trips to Seven Presidents Park which is located directly down the street from the school. At the park, students became more aware of not only nature, but their surroundings as well. These activities coincide with the last school theme for the year which is the Beach theme. Students at the Lenna W. Conrow School also had the opportunity to continue with the quail program. This is a program where the school receives 45 quail eggs and they incubate and hatch them. The eggs first start inside, and as they age, they get moved into the quail house where they eventually hatch and are given back to a sanctuary. Using this experience, the kindergarten classes get to write stories about the birds as well as different letters and projects.

5. **SCHOOL PRESENTATION** - Lenna W. Conrow Early Childhood Learning Center - Early childhood is a time for great imagination. Our thoughts and dreams can take us anywhere. Through our preschool Tools of the Mind program and Kindergarten Tool's writing program, our students use great literature to fuel their dreams. Let us show you how we nourish and support our students.

G. GENERAL ITEMS

Motion was made by Dr. Critelli, seconded by Mr. Parnell and carried by roll call vote that the Board approve the following items (G1 – 5).

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

1. **APPROVAL TO ACCEPT ADDITIONAL FY15 IMPACT AID FUNDING**

That the Board approve to accept additional FY15 Impact Aid funding in the amount of \$8,033.80.

That the Board authorize **Bridgette Burtt**, Coordinator of Grants and Innovative Programs, 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.

2. **APPROVAL TO FILE 2016 - 2017 PERKINS GRANT APPLICATION**

That the Board approve the filing of the 2016 - 2017 Perkins Grant application in the amount of \$29,731.00.

That the Board authorize **Bridgette Burtt**, Coordinator of Grants and Innovative Programs, 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.

3. **APPROVAL TO FILE 2016 - 2017 NJ CHILD ASSAULT PREVENTION GRANT APPLICATION**

That the Board approve the filing of the 2016 - 2017 New Jersey Child Assault Prevention Grant application in the amount of approximately \$15,453.00.

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

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

4. **APPROVAL TO FILE SCHOOL RADON TESTING PROGRAM GRANT APPLICATION**

That the Board approve the filing of the School Radon Testing Program Grant application on behalf of all 11 school locations in the district, in the amount of up to \$2,000 for each school.

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

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

G. GENERAL ITEMS (continued)

5. APPROVAL TO RENEW THE SCHOOL BASED YOUTH SERVICES CONTRACT

That the Board renew the School Based Youth Services contract for July 1, 2016 to June 30, 2017. The contract amount is \$341,184.

That the Board authorize **Kathy Celli**, School Based Youth Services Program Manager, 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.

Motion was made by Mrs. George, seconded by Dr. Critelli and carried by roll call vote that the Board approve the following items (G6 – 10).

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

6. CONSOLIDATED CHANGE ORDER - #6

That the Board approve the following Resolution for change order #6 for renovations to the old High School:

WHEREAS, Tormee Construction, Inc. has requested consolidated change order #6 for proposed renovations at the old High School pursuant to NJAC 6:20-8.3, be granted for the following:

CHANGE ORDER NUMBER	DESCRIPTION	PRICE
6	Change out privacy panels in boys room	\$1,170.00
6	Radiant panels in 3 toilet rooms	\$3,294.75
6	Trane bookcases at classrooms	\$17,830.00
6	Burglar alarm and doors and swipes	\$20,064.85
6	Pais of doors at gym	\$3,150.00
6	Door at close at gym	\$935.00
6	Remaining Allowance - included backboard and hoops	-\$4,429.00
6	Remaining JBA contract	-\$11,610.00
6	Upgrade to a 4 coat Bona Supersport water based gym finish	\$2,270.00
6	Window glazing in office area	\$942.00
TOTAL		\$33,617.60

G. GENERAL ITEMS (continued)

6. CONSOLIDATED CHANGE ORDER - #6 (continued)

WHEREAS, the total for the consolidated change order #6 for the proposed renovations at the old High School is \$33,617.60 and,

WHEREAS, said funds are available for the change order

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

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

Ayes: 9
Nays: 0
Absent: 0
Date: May 25, 2016

7. RESOLUTION AUTHORIZING THE PROCUREMENT OF GOODS AND SERVICES THROUGH STATE AGENCY FOR THE 2015 – 2016 SCHOOL YEAR

That the Board approve the following resolution:

RESOLUTION

WHEREAS, Title 18A:18A-10 provides that, "A Board of Education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and

WHEREAS, the Long Branch Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts, and

WHEREAS, the Long Branch Board of Education desires to authorize its purchasing agent for the 2015 – 2016 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year,

NOW THEREFORE BE IT RESOLVED, that the Long Branch Board of Education does hereby authorize the district's purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors as listed:

G. GENERAL ITEMS (continued)

7. RESOLUTION AUTHORIZING THE PROCUREMENT OF GOODS AND SERVICES THROUGH STATE AGENCY FOR THE 2015 – 2016 SCHOOL YEAR (continued)

<u>Commodity/Service</u>	<u>Vendor</u>	<u>State Contract #</u>
NASPO ValuePoint Computer	Dell Marketing LLP	89967

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

Ayes: 9
Nays: 0
Absent: 0
Date: May 25, 2016

8. APPROVAL OF AGREEMENT WITH BARNABAS HEALTH – ONE SOURCE

That the Board approve an agreement with Barnabas Health – One Source for an Employee Assistance Program for FY17 at a total cost not to exceed \$17,660.

9. RATIFICATION OF FY2016 NURSING SERVICES ASSIGNMENT PLAN

That the Board ratify the Nursing Services Assignment Plan for FY2016 as required by the New Jersey Department of Education as listed in **APPENDIX G-1**.

10. APPROVAL TO ADJUST 2015 - 2016 SCHOOL CALENDAR

That the Board approve the addition of one day to the Memorial Day weekend break for unused inclement weather for all staff members. The date is May 27, 2016.

Motion was made by Mr. Covin, seconded by Mrs. George and carried by roll call vote that the Board approve the following items (G11 – 15).
Ayes (9), Nays (0), Absent (0)

11. APPROVAL TO FILE THE FY2017 NO CHILD LEFT BEHIND ACT GRANT

That the Board approve the filing of the FY2017 No Child Left Behind Act Grant application in the amount of \$2,185,940. The breakdown is as follows:

TITLE I Part A	\$1,561,970
TITLE II Part A	\$ 362,165
TITLE III	<u>\$ 261,805</u>
Total Allocation	\$2,185,940

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

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

G. GENERAL ITEMS (continued)

12. APPROVAL OF CURRICULA

That the Board approve the revised curricula to be implemented in September of 2016 as listed in **APPENDIX G-2**.

13. APPROVAL OF LEGACY BENEFITS GROUP, LLC FOR DISABILITY AND LIFE INSURANCE BENEFITS

That the Board engage Legacy Benefits Group, LLC to provide volunteer benefits for whole life insurance program and short term disability on a payroll deduction voluntary basis which will be made available to all staff members.

14. APPROVAL TO INCREASE FY16 BUDGET

That the Board approve the modification of the FY2016 budget in the amount of \$700,000 for the purpose of addressing the health care liability.

15. GIFTS TO SCHOOL

That the Board accept the following gifts to schools indicated:

Donated by:

First Book Marketplace	3 Magic Tree House Boxed Sets of 28 Books
	1 Magic Tree House Fact Tracker #8 Book
	1 Magic Tree House Fact Tracker #14 Book
	1 Magic Tree House Fact Tracker #15 Book

Iphigenia S. Nicas	1 Estey of New York Upright Piano with Bench
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H. PERSONNEL ACTION

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

Comments from the Operation and Management Committee Chair (APPENDIX H-2)

Comments from the Instruction and Programs Committee Chair (APPENDIX H-3)

Motion was made by Mr. Parnell, seconded by Dr. Critelli and carried by roll call vote that the Board approve the following items (H1 – 5).

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

1. RE-STATEMENT OF SUSPENDED EMPLOYEE

That the Board reinstate Jeremy Julio as listed on **APPENDIX H-4**.

2. RESIGNATION - STIPEND POSITION

That the Board accept the resignation of the following individual:

JOSEPH WINTER, Middle School Summer Express Camp corridor aide, effective May 2, 2016.

H. **PERSONNEL ACTION (continued)**

3. **RETIREMENT**

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

GERALDINE McEWEN, Amerigo A. Anastasia School secretary, effective November 1, 2016. Mrs. McEwen has a total of 25 years of service.

HELEN MUNLIN, Amerigo A. Anastasia School instructional assistant, effective June 30, 2016. Ms. Munlin has a total of 15 years of service.

FRANK SCARLATA, District Parent Liaison/Attendance Officer, effective July 1, 2016. Mr. Scarlata has 35 years and 9 months of service.

MARIA VIEIRA, Morris Avenue School instructional assistant, effective June 30, 2016. Mrs. Vieira has a total of 26 years of service.

JODY PELUSO, High School teacher, effective June 30, 2016. Ms. Peluso has a total of 32 years of service.

KIM BAKER, High School teacher, effective June 30, 2016. Ms. Baker has a total of 25 years of service.

MICHAEL SEWARD, Groundsman, effective June 10, 2016. Mr. Seward has a total of 26 years, 8 months of service.

4. **CHANGE OF TRAINING LEVEL**

That the Board approve a change in training level for the following individual effective June 1, 2016:

DOROTHY WILLIAMS-REED, Middle School Teacher, to move from MA to MA +30 on teacher's salary guide.

5. **PART-TIME AND STIPEND POSITIONS - 2015-2016 SCHOOL YEAR**

That the Board approve/ratify the following positions for the 2015-2016 school year:

HOME INSTRUCTORS - 2015-2016

Speech/Language Specialists

Gina Bisogna

Kelly Disler

Michelle Crisci

Amanda Russo

Rate of pay:

\$28.84/hr.

DISTRICT

Before/After School Bus Aide

Dawasia Jones

Rate of pay:

\$10/hr.

MIDDLE SCHOOL

6th Period - Cheryl Scuorzo, effective January 4, 2016

Rate of pay:

\$4500.00

(*to be prorated)

H. PERSONNEL ACTION (continued)

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

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

6. PART-TIME AND STIPEND POSITIONS – 2016-2017 SCHOOL YEAR

That the Board approve/ratify the following stipend positions for the 2016-2017 school year:

SUMMER PROGRAMS

CHILD STUDY TEAM - Summer Evaluations

<u>As assigned:</u>	<u>Rate of pay</u>
Evaluations	\$350.00/case
Case worker	\$150.00/case

Occupational Therapist

Luann Candemo

Case Conference Teachers (general & special education)

Kim Walker

Rate of pay:
\$75.00/case

HIGH SCHOOL

ROTC Summer Leadership Program (June 25 - July 2, 2016)

Jonathan Spare

William Wilson

Rate of pay:
\$2,500.00

Summer Band (July 25- August 15, 2016)

Robert Clark

Rate of pay:
\$3,200.00/season

Summer Guidance

Christine Wegert (6 weeks)

Joe Palumbo (4 weeks)

Hema Solanki (4 weeks)

Rate of pay:
\$20.94/hr

School to Work (July 5-Aug. 15, Mon-Thurs, 8:00 am-12:00 pm)

Teacher

Elizabeth Parker

Rate of pay:
\$26/hr/\$416.00/wk

Job Coach

Janette Egan

\$26/hr/\$416.00/wk

MIDDLE SCHOOL (July 5 - August 15, 2016 - 7:30 am - 12:30 pm - 5 hr)

Summer School

Jamie Lynn Bazydlo (Social Studies)

Maureen Kmet (Math)

Joseph Marotta (Math)

Phillip Mammano (ELA)

Joanne Rohrman (ELA)

Conover White (Science)

Rate of pay:
\$26/hr - \$650.00/wk

Summer Band (not to exceed 80 hrs - 4 wks@20hr)

Robert Stout

Rate of pay:
\$24.21/hr

Guidance Counselor

Jeremy Martin

Rate of pay:
\$785.75/wk

H. PERSONNEL ACTION (continued)

6. PART-TIME AND STIPEND POSITIONS – 2016-2017 SCHOOL YEAR (continued)

MIDDLE SCHOOL (continued)

Corridor Aide (7:15 am - 12:45 pm)

Carlos Vega

Rate of pay:

\$432.03/wk

Substitute Teachers

Rosalie Guzzi

Megan Renzo-Mazza

Ivette Ricigliano

Substitute Corridor Aide

Rosalie Guzzi

**MIDDLE SCHOOL EXPRESS CAMP (July 5 - July 29, 2016 Mon. to Thurs.
8:15 am -11:45 pm (3.5 hrs.)**

Program Facilitator

Doreen Regan

Rate of pay:

\$640.00/wk

Teachers

Katherine Gooch (TOH)

Nancy O'Toole

Robin Reinhold-Cannetto

Vincent Vallese

Delanyard Robinson

Jonathan Trzeskowski (TOH)

Claudia Kaja

Rate of pay:

\$26/hr/\$364.00/wk

Instructional Assistant

Michael Viera (sped)

Rate of pay:

\$13.36./hr/

\$187.04/wk.

ELEMENTARY ENRICHMENT CAMP

Teachers (Full day - 8:00am - 3:00pm) [7hr]

Sarah Meyer (TOH)

Suzanne Noriega (TOH)

Emily Beaver (TOH)

Cheryle Haynes (TOH)

Michele Mauriello-Fiore

Rate of pay:

\$26./hr/\$364.00/wk

Elementary VPA/PE (11:30-3:00)

Amanda Castano

Angela Robinson

Judith Louis

Anthony Magliaro, Jr.

Rate of pay:

\$26./hr/\$364.00/wk

Instructional Assistants (Full day - 8:00am - 3:00pm) [7hr]

Soledad Navarro (sped)

Rate of pay:

\$13.36/hr/

\$378.08/wk

Elementary Substitutes

Ashley Dziuba

Jennifer Farrell

Dahemia Stewart

Mary Lynch

Melissa Schiumo

H. PERSONNEL ACTION (continued)

Motion was made by Mr. Dangler, seconded by Mrs. George and carried by roll call vote that the Board approve the following item (H7).

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

7. PART-TIME AND STIPEND POSITIONS – 2016-2017 SCHOOL YEAR

That the Board approve/ratify the following stipend positions for the 2016-2017 school year:

ELEMENTARY ENRICHMENT CAMP

Swim Instructors

Kristen Catrambone

Andrew Critelli

Jeremy Martin

Wallace Morales

Elisa Perez

Richard Ricigliano

Rate of pay:

\$520.00/wk

Motion was made by Mrs. George, seconded by Mr. Covin and carried by roll call vote that the Board approve the following items (H8 – I4).

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

8. PART-TIME AND STIPEND POSITIONS – 2016-2017 SCHOOL YEAR

That the Board approve/ratify the following stipend positions for the 2016-2017 school year:

Early Childhood Student Facilitator - (8:00-1:00)

Tonianne Lisanti

Rate of pay:

\$628.50/wk

Preschool Teachers - 8:15-11:45 am (3.5hr)

Jennifer Campbell

Claire Higgins

Rate of pay:

\$26./hr/364/wk

Kindergarten Teachers - 8:15-11:45 am (3.5hr)

Twana Richardson

Juanita Southerland

Rate of pay:

\$26./hr/364/wk

Preschool and Kindergarten Substitutes

Mary Lynch

Deirdre Murray

Preschool and Kindergarten Instructional Assistants

Esther Morales

Jamie Tvrdik-Gough

Rate of pay:

\$13.36/hr/

\$187.04/wk

Bus Drivers

Kumar Beharry

Sergio Guzman

Richard Bunce

Melanie Rizzo

Rate of pay:

\$95/day/\$380/wk

H. **PERSONNEL ACTION (continued)**

8. **PART-TIME AND STIPEND POSITIONS – 2016-2017 SCHOOL YEAR (continued)**

Sub Bus Driver

Jason Andrews

Carolyn Morris

Bus Aides

Jesus Galarza

Rate of pay:

\$9.97/hr./

\$279.16/wk

Sub Bus Aide

Veronica Billy

Dorothy Bowles

Star Cleveland

Ruby Nazon

Howard Coleman

Michael Vieira

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

That the Board approve/ratify the family/medical leave of absences as listed on - **APPENDIX H-5.**

10. **STUDENT TEACHER/INTERN PLACEMENT**

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

Alfred University

Marisa Irabli

Fall 2016 Semester

PPS

September – December 2016

Linda Trafecante School
Psychologist

11. **ATTENDANCE AT CONFERENCES / MEETINGS**

That the Board approve the attendance of the staff members indicated on the attached list at the conferences indicated - **APPENDIX H-6.**

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 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.**

I. **STUDENT ACTION (continued)**

4. **PLACEMENT OF ATYPICAL OUT OF DISTRICT STUDENTS AND
TRANSPORTATION NEEDS FOR THE 2015 – 2016 SCHOOL YEAR**

That the Board approve/ratify the placement of, and provide transportation for the 2015-2016 school year for the following out of district students:

COASTAL LEARNING CENTER
HOWELL, NEW JERSEY

Tuition: \$11,160.66
Transportation
Effective Dates: 4/25/2016 to 6/22/2016

ID# 5539663745, non-classified student

CPC/HIGH POINT ELEMENTARY SCHOOL
MORGANVILLE, NEW JERSEY

Tuition: \$12,690.00
Transportation
Effective Dates: 4/25/2016 to 6/17/2016

ID#: 1030069857, classified as Eligible for Special Education and Related Services

HAWKSWOOD SCHOOL
EATONTOWN, NEW JERSEY

Tuition: \$7,829.20
Transportation
Effective Dates: 5/11/2016 to 6/13/2016

ID#: 2656919830, classified as Eligible for Special Education and Related Services

Motion was made by Dr. Critelli, seconded by Mrs. George and carried by roll call vote that the Board approve the following items (15 – 6).

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

5. **PLACEMENT OF ATYPICAL OUT OF DISTRICT STUDENTS AND
TRANSPORTATION NEEDS FOR THE 2015 – 2016 SCHOOL YEAR**

That the Board approve/ratify the placement of, and provide transportation for the 2015-2016 school year for the following out of district students:

MOESC-CHOICE ALTERNATIVE PROGRAM
TINTON FALLS, NEW JERSEY

Tuition: \$6,450.00
Transportation
Effective Dates: 4/4/2016 to 6/30/2016

ID# 5897876103, non-classified student

RUGBY SCHOOL
WALL, NEW JERSEY

Tuition: \$10,289.78
Transportation
Effective Dates: 5/11/2016 to 6/22/2016

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

6. **CORRECTIONS/REVISIONS TO MINUTES**

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

April 27, 2016

RESIGNATION - CONTRACTUAL POSITION

Kourtney Dillon, Gregory School teacher, effective June 30, 2016. This should have read April 29, 2016.

Sarah Meyer, Middle School Language Arts teacher, effective June 30, 2016. Ms. Meyer is rescinding her resignation for June 30, 2016.

RETIREMENT

Gina Egidio, High School teacher, effective July 1, 2016. Ms. Egidio has a total of 32 years of service. This should have read 35 years.

PART-TIME AND STIPEND POSITIONS

Summer Programs - 2016 - 2017 - Elementary Summer Camp - Full Day Teachers -
Cari Rock and Christina Marra. This should have read half day - morning sessions.

Summer Programs - 2016 - 2017 - Elementary Summer Camp - Full Day Teachers -
Remove Maureen Kmet, This should have read Middle School Summer School.

Summer Programs - 2016-2017 - Elementary Summer Camp - Elementary Substitute Teacher -

Alexander Ferretti. This should have read Full Day Teacher; Jennifer Noone. This should have read Full Day Teacher

Summer Programs - 2016-2017 - Elementary VPE & PE Camp - (11:30 am - 3:00 pm)
Cheryle Haynes - This should have read Full Day Teacher

INSURANCE PROPOSALS - 2016 – 2017

That the Board approve Selective Insurance Company for the 2016 - 2017 school year for coverage for Public Official Bonds at a cost not to exceed \$1,920 and Commercial Crime Policy at a cost not to exceed \$1,797. This represents a 0% increase over 2016. This should have read Public Official Bonds at a cost not to exceed \$2,281 - the Treasurers bond is in effect from March 1, 2016 through June 30, 2017.

RESOLUTION FOR THE ADOPTION OF THE 2016-2017 SCHOOL DISTRICT BUDGET AND TAX LEVY AND SUBMISSION OF THE BUDGET

Budgeted fund balance - \$493,000; Other financing sources - \$1,350,000. This should have read - Budgeted fund balance - \$2,378,616; Other financing sources - \$0.

TRANSPORTATION RENEWALS - 2016 - 2017 SCHOOL YEAR

Contractor - Jay's - In district routes - \$1,015,218 which did not include bus aides. This should have read \$1,188,018.00 which includes bus aides.

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

March 23, 2016

APPROVAL OF AGREEMENT WITH WILLIAM PATERSON UNIVERSITY

That the Board approve the agreement with William Paterson University to designate the George L. Catrambone School and the Middle School as Professional Development Schools and members of the Professional Development School Network. The agreement will, to name a few terms, provide school faculty to work with WPU teacher education candidates; participate in the governance of the College's PDS Network and the PDS will host on-site pre-service courses for WPU teacher education candidates designed to enhance the application of academic coursework to actual teaching practices. The agreement will remain in effect from March, 2016 until June 30, 2016 at a total cost not to exceed \$8,000 which will be paid for by Title III funds. This should have read the George L. Catrambone School only; the dates are May, 2016 through August 31, 2016; the total cost not to exceed \$4,000.

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

Vincent Lepore
38 Ocean Terrace

Mr. Lepore addressed the Board with respect to what he feels is an excessive amount of tax abatements for pilot programs for much of the ocean front properties. He again asked the Board to reach out to the City to curtail these activities.

K. **ADJOURNMENT – 8:06 P.M.**

There being no further discussion, motion was made by Mr. Parnell, seconded by Mr. Dangler and carried by roll call vote that the Board adjourn the meeting at 8:06 P.M.

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

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

Long Branch Public Schools

Nursing Services Assignment Plan 2015-2016

The Long Branch School District's Nursing Services Plan is divided into varied functions of School Health Services. Our comprehensive approach includes the following:

- Promotion of Health and Wellness for families and staff
- Prevention of specific diseases, disorders and injuries
- Interventions to assist children/families who are *in need* or *at risk*
- Support children who are already exhibiting special healthcare needs
- Promotion of Preventive Health and Safety Behaviors for students
- Sound clinical Nursing Practices based on ANA standards
- Creation of *and* maintenance of Community Agency Links to our school District
- Specific programs to enhance the lives of children/families
- Interaction and support for families through outside agencies, Monmouth Medical Center, FQHC and PMDs,

The School Physician through Monmouth Medical Center Contract is available to School Nurses/Nurse Practitioners on a daily basis for consultation and is present within the School District complex for 4 hours per week.

All medical standing orders are reviewed annually; they include the following:

- Hepatitis B vaccine administration (employee)
- Seasonal Flu vaccine administration for students, (esp Prek 3 and 4), staff
- Mantoux testing (students and employees)
- Epinephrine administration (emergencies) - EPIPEN
- All Nurse Practitioners' protocols are reviewed/revised annually by collaborating physicians (includes SBYS NP)
- Tylenol administration for Long Branch Middle School/Long Branch High School students
- AED defibrillation program- CPR – employee and students
- CLIA –Waived Strep protocols
- STD testing
- Pregnancy testing

All faculties in all school buildings are in-serviced annually by the School Nurse on the following:

- Communicable diseases
- Universal precautions
- Review of *Standing Orders* for students-reviewed yearly
- Eye safety
- Anaphylaxis - Epipen
- DCP&P
- Diabetic S&S
- Employee Accidents - and follow-up

Programs:

- School Based Youth Services Program: HS/MS
- CPR/AED certification and re-certification programs for employees - 46 AED 19 added throughout District to comply with Janet's law
- Nutrition/Obesity Referral Program
- *Lenscrafter* Program: Eyeglasses for our students who do not have insurance
- Mental Health Collaboration with Community Y, Pollack Clinic and the National Association of School Based Health Center for Long Branch Middle School/Long Branch High School
- Immunization Program with Monmouth Health Center
- Grant for Hs Students for Vision
- Lion's Club from Oceanport for all PREK 3, PREK4 and K vision testing
- State Dental Program – Mobile Dentist Programs for all schools
- Baby Think It Over – MS Pregnancy Prevention
- Substance abuse testing-\thru the HS/MS SAC- Prevention programs
- HS- Teen health Council

Major Chronic Medical Diseases:

- Asthma: Asthma Action Plans, IHP, Medication Administration
- ADHD/AHD: Medication Administration if warranted
- Diabetes: IHP, Blood Sugar Monitoring, Insulin Administration if warranted (16)
- Seizure Disorders: IHP, Medication Administration if warranted
- Severe Allergic Reactions: IHP, Standing Orders for MD/NP, for epinephrine /antihistamine (88)
All schools have back-up Epi- pens/Benadryl in place-Back-up are also given to Pre-Post aftercare program

Major Communicable Diseases:

- Streptococcus
- Ringworm (skin disorder)
- 5th Disease
- Pediculosis
- ENT
- Conjunctivitis

Screenings:

- Vision: PreK3-Grade 10
- Audiology: PreK3-To grade 3; Grade 7 & 11
- HT/WT: PreK3-Grade 10
- BP/P: Pre-4-Grade 10
- Scoliosis: Age 10 – Age 18 (Bi-Annually)- due 2015-2016
- All CST planning - Pre-K – grade 12: hearing & vision

Physical Exams:

- All new entrants (including Pre-K)
- All CST evaluations
- Sports exams **
- All 4th Grade
- All 10th Grade

*Sports Exams – HS/MS

20 scheduled days –includes summer-projecting- 635 for 15-16

MD Reviews- by MMC MD- 221

Working Papers completed throughout School Year

Emergency/Non-Emergency Situations:

In critical life-threatening situations, i.e. anaphylaxis, unconscious students, seizure, excessive bleeding, head trauma, severe diabetic hypoglycemia/hyperglycemia, chest pain with cardiac symptoms, severe respiratory distress, severe fractures, 911 is called and simultaneously, the parent/guardian of the student is notified. The family is requested to meet the student in the Emergency Room of Monmouth Medical Center. The School Nurse/Building Administrator will accompany the student or meet EMS at the Emergency Room. The Head Nurse is notified for additional direction and assignment of additional coverage for that school. During the time of the emergency and the arrival of the EMS team, the School Nurse is required to continue clinical assessment and stabilization of symptoms, if possible.

In non-life threatening situations, i.e. lacerations needing sutures, potential fractures, 911 may not be called initially. The School Nurse will notify the Parent/Guardian, Head Nurse and the School Administrator. If Parent/Guardian requests that he/she will pick up student and the student is medically stable, then the School Nurse will adhere to parent request. If the Parent/Guardian cannot pick up the student, and the student is not medically stable, then the decision to call 911 will be made by the School Nurse, Head Nurse, and the Building Administrator. If the Parent/Guardian takes student to the Emergency Room, then the School Nurse or School Representative will go the Emergency Room.

The School Nursing Services for the Non Public and Parochial schools in the City of Long Branch are provided through a Service Contract with Monmouth Ocean Education Services Commission. State reports from these schools are sent to Central Office.

Staffing:

The staffing program is based upon the assignments of one Certified RN per building, regardless of student census. There are ten (9) schools plus two (2) off-sites with students and School Based Youth Services.

- a. PreK-3 & 4 and K (3 schools) Each Pre-K School has one Certified RN - 2 offsite- 540 Broadway- and Holy Trinity

- b. Elementary (3) Each elementary school has one Certified RN assigned.
- c. Middle School: The Long Branch Middle School is staffed by one Certified RN and a medical secretary
- d. High School: The Long Branch High School is staffed by a one Certified RN and a medical secretary
- e. S.B.Y.S.P.: A Nurse Practitioner is assigned to offer services to the Long Branch Middle School and Long Branch High School students with Dr. Reutter as a collaborating Physician (5) hours per week.- consents necessary
- f. An Additional Nurse Practitioner: Available twelve (12) hours per week through our contract with Monmouth Medical Center. She supports the elementary schools as well as the high/middle schools when deemed necessary for physical exams evaluations, assessments, etc
- g. Alternative HS/MS/Elem: One Certified Nurse - transfers from other schools
- h. Little Wave program: Program has staff that takes care of infant/toddlers - Children of our Employees and if necessary – teen moms. This program is covered by Nurse Practitioner/or Head Nurse

Additional substitute RN assignments are scheduled on a variable basis due to planned activities, increased statistics for visits, class trips, etc. The School Nurse, on a monthly basis, submits a report on all major nursing activities in order that adjustments can be planned to Head Nurse.

An *Annual Report* is completed and compared to the previous two (2) years to identify potential areas of trends in Health

*** Projection for July 1 to June 30***

Total visits - 71,053

Total med administration - 16,745

All School Nurses/Nurse Practitioners in addition to the evaluation and assessment of students are involved in the education component of the student, i.e., CST evaluations, 504 plans, Family Support Team, I&RS and Policy information, Program Development. They are responsible for OSHA reports per building, Mantoux Testing for employees and students per building, TB reports for State, Immunization Reports for the State. The certified school nurse uses the nursing process which includes evaluation, diagnosis, assessment, planning and intervention, and implementation of nursing care in a sequential manner. The certified school nurse develops individualized healthcare plans and emergency care plans for each student with acute or chronic health concerns, i.e., Allergies, Anaphylaxis, Diabetes, Asthma, and ADHD. We also have a school nursing management computer system for visits, assessments, medication administration, conditions, alerts. Statistics....

APPENDIX G-1

The Certified School Nurses are compliant with immunization state law, conduct required school health screenings, assist with doctors'/NP's medical examinations, and serve on committees which assist Child Study Teams, Attendance Review, and substance abuse concerns. As advocates for children, school nurses act as liaison between the student, school and parent. They are participants in the NJIIS program (Immunization Registry).

Nurses attend courses, classes and seminars in continuing education, and are CPR/AED certified. In preparing the Nursing Services Plan, it is critical to review population size, the severity of health concerns, and the time requirements necessary to meet each health concern. The nursing staff attends monthly staff meetings to review pertinent information and upcoming activities. Monthly reports are submitted for a "District" report to the Superintendent of Schools. In addition, to the above, daily communication through telephones, memos, and emails are generated for up-to-date information.

Long Branch Public School Nurses serve as a liaison between the community agencies and the school with regard to medical at times, social problems. They provide continuing health guidance to individual pupils to enable them to gain knowledge and experience in solving immediate health problems. They participate in the planning/review of the School Health Program. The school nurses' maintain relationships with the parents of their students in order to assist them and their families in health/social issues.

The Nursing Service Plan has been prepared with the collaboration of the School Physician and the School Nurses. The approval of the Superintendent of Schools is a necessary component of the process. This plan must be approved by the Superintendent of Schools, Dr. Michael Salvatore.

The Head Nurse coordinates all of the above activities -

The Nursing Service Plan addresses our commitment to our student/staff to maintain optimal health standards by offering health programs/services to our students.

Revised:

- 6-8 Physical Education & Health
- 9-12 Physical Education & Health

Created:

- 6-8 Science (aligned to Next Generation Science Standards)
- Biology & Biology Honors
- Chemistry & Chemistry Honors
- Physics & Physics Honors
- Environmental Science
- Forensics Chemistry
- Anatomy & Physiology
- Algebra I & Algebra Honors
- Algebra II & Algebra II Honors
- Geometry & Geometry Honors
- K-5 Art
- K-5 Music

Rewritten:

- Criminal Justice
- Law & Economics

LONG BRANCH PUBLIC SCHOOLS
COMMUNICATIONS & SECURITY COMMITTEE MEETING
TUESDAY MAY 10, 2016
MINUTES

COMMITTEE MEMBERS:

Avery Grant: Chairperson
Donald Covin
Caroline Bennett
Rose Widdis

ADMINISTRATORS:

Michael Salvatore, Ph.D.
Alvin L. Freeman
Walter O'Neill

1. Hall of Fame
 - a. Inductees -
 - Academic:
 - Lester Taylor
 - Lisa Thornton
 - Kellie Bland-Ledet
 - Francisco Rodriguez
 - Athletic:
 - Berkley Hutchinson
 - Jackie Levy Williams
 - Wesley Mayo, Jr.
 - Philip Huhn
 - b. Ceremony
 - c. Invitees
 - d. Tours

Committee Goals:

The committee members will actively participate in professional dialog 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.

**OPERATION AND MANAGEMENT COMMITTEE
WEDNESDAY, MAY 11, 2016 – 6:15 P.M.
540 BROADWAY
LONG BRANCH, NEW JERSEY**

MINUTES

COMMITTEE MEMBERS:

Armand Zambrano, Chairperson - absent
Mary George
Bill Dangler - absent
Jim Parnell
Rev. Caroline Bennett

ADMINISTRATORS:

Michael Salvatore, Ph.D.
Peter E. Genovese III, RSBO, QPA
Ann C. Degnan
Chris Dringus

FACILITIES

* Old High School Update -

* The final change order #6 was presented to the committee.

* Water Line – The maintenance staff will replace the main water line to the old High School by Memorial Day weekend, weather permitting.

* Trees at old High School – The large cedar beech tree in front of the old High School has died and we plan to remove the tree. The district did make an effort to save the tree by fertilizing it and treating it for a bug infestation. However, the elements from Hurricane Sandy did too much damage to the tree. We also plan to remove a split tree in front of the 422 property and one inside the Gregory pool area that is causing issues.

* Sustainable New Jersey Update – We plan our final submission to Sustainable Jersey Schools by June 24, 2016.

TECHNOLOGY

* Debriefing of PARCC / Bilingual / PPS tests: All tests have been completed.

* Infrastructure Status & Details: At one point in time we had nearly 2500 tests being administered concurrently with nearly 1000 at the HS alone without 1 network glitch or bottleneck thanks in large part to the extensive wireless, device, and bandwidth upgrades.

* Microsoft Agreement Annual Renewal: We are going to once again sign a 1 year agreement instead of a 3 year agreement - saving \$60,000 over the course of those 3 years.

* Windows 10: Windows 8 was not deployed district wide as it was not a suitable platform for our environment. Windows 10 shows tremendous promise and is being tested in areas.

* Office 2016: Office 2016 will replace the current version of Office 2013.

TECHNOLOGY (continued)

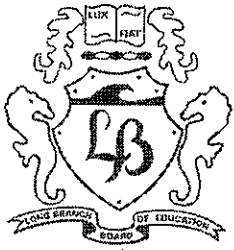
* Old HS Technology: All of the rack and wiring equipment has been ordered to begin building out the Main Distribution Facility (MDF). The networking equipment will be ordered next to connect that building to the district network while readying the school for both wired and wireless devices.

FOOD SERVICE

* Purchase of a van: Food Service will be purchasing a cargo van for the purpose of delivering food and supplies to various locations. They are also looking into the purchase of a replacement refrigerated box truck which will take place sometime within the next fiscal year.

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.



INSTRUCTION AND PROGRAM COMMITTEE
Wednesday, May 11, 2016 - 5:30PM
540 Broadway
Long Branch, New Jersey 07740
MINUTES

COMMITTEE MEMBERS:

Donald Covin, Chair
Caroline Bennett
Michelle Critelli, Ed.D.
Armand Zambrano

ADMINISTRATORS:

Michael Salvatore, Ph.D.
Alvin Freeman
Roberta Freeman

1. Initiatives in Special Education

Presentation by Ms. Dudick & Mrs. Steffich

Ms. Dudick and Mrs. Steffich shared the many initiatives being implemented throughout the district, prekindergarten through grade twelve, in special needs classrooms. A brief video showcasing programs for our special needs students gave the committee true insight into the unique learning opportunities offered.

2. Curriculum Updates

The following curricula will be placed on the Board Agenda for approval (with an implementation date of September 1, 2016).

a. Revised:

- 6-8 Physical Education & Health
- 9-12 Physical Education & Health

b. Created:

- 6-8 Science (aligned to Next Generation Science Standards)
- Biology & Biology Honors
- Chemistry & Chemistry Honors
- Physics & Physics Honors
- Environmental Science
- Forensics Chemistry
- Anatomy & Physiology
- Algebra I & Algebra Honors
- Algebra II & Algebra II Honors
- Geometry & Geometry Honors
- K-5 Art
- K-5 Music

c. Rewritten:

- Criminal Justice
- Law & Economics

3. Curriculum to be created/rewritten or revised during 2016-2017:

- African American Studies
- Writing (Scope & Sequence)
- TV Broadcasting
- K-5 PE & Health
- Psychology & Sociology
- K-5 Science
- TV & Film (Middle School)
- TV Studio Production I-III & Internship (High School)
- Music Technology (Middle & High School)
- 6-8 Art
- Early Childhood (to receive Early Childhood CTE)
- Foods I (to receive Early Childhood CTE)
- K-8 World Language/Heritage I & II

4. Initiatives for 2016-2017

- a. Writer's Workshop (Schoolwide Writing Units)
- b. Big Ideas (Pilot 6-8 math)
- c. Health (textbook approval)
- d. Expanding Tools of the Mind Kindergarten Pilot (1 additional classroom)
- e. Words Their Way for English Language Learners
- f. Rigby PM Readers (English & Spanish)
- g. Bold Print Readers

5. Questions/Discussion

Goal of the Instruction & Programs Committee

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

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

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 **JEREMY JULIO**, High School teacher, with pay, effective April 18, 2016.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education, re-instate **JEREMY JULIO** to the High School teacher positions, effective April 28, 2016.

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

Ayes: 9
Nays: 0
Abstain: 0
Absent: 0
Date: May 25, 2016

INTENTION TO RETURN FROM FAMILY/MEDICAL LEAVE OF ABSENCE

That the Board approve/ratify intent to return from family/medical leave of absence for the following named individuals:

ELENA ABBRUZZESE, Joseph M. Ferraina Early Childhood Learning Center instructional assistant, effective May 2, 2016.

BETH APPEGATE, George L. Catrambone School teacher, effective September 1, 2016.

GAIL BECKER, Morris Avenue School teacher, effective June 6, 2016.

BRUNA CALE-OLIVEIRA, George L. Catrambone teacher, effective September 1, 2016.

JOSEPH DEFILLIPO, Gregory School corridor aide, effective May 18, 2016.

PATRICIA GRANT, Morris Avenue School instructional assistant, effective May 9, 2016.

MELISSA JOYCE, Gregory School teacher, effective September 1, 2016.

LYNANNE KLINGA, Gregory School teacher, effective September 1, 2016.

JENNY MARQUES, Middle School teacher, effective May 5, 2016.

JORGE MOTA, Morris Avenue School corridor aide, effective May 18, 2016.

SUZANNE NORIEGA, High School teacher, effective May 9, 2016.

WALTER O'NEILL, District Safety Officer/Liaison, effective May 23, 2016.

JOANN SCJARAPPA, Lenna W. Conrow School instructional assistant, effective May 5, 2016.

BARBARA STARK, Lenna W. Conrow School teacher, effective April 27, 2016.

FAMILY/MEDICAL LEAVE OF ABSENCE USING SICK DAYS

That the Board approve/ratify a family/medical leave of absence using sick days for the following named individuals:

JOSEPH DEFILLIPO, Gregory School corridor aide, from May 6, 2016 to May 17, 2016.

TARA EBERT, Joseph M. Ferraina Early Childhood Learning Center teacher, from June 3, 2016 to June 17, 2016.

MICHELE MAURIELLO-FIORE, Lenna W. Conrow teacher, from April 29, 2016 to May 10, 2016.

KRISTINE FAYE, High School teacher, from April 25, 2016 to May 10, 2016.

ANGEL GONZALEZ, Joseph M. Ferraina Early Childhood Learning Center custodian, from April 26, 2016 to September 1, 2016.

KENNETH LAUREANO, 540 Broadway custodian, from March 29, 2016 to April 15, 2016.

JENNY MARQUES, Middle School teacher, from April 27, 2016 to May 4, 2016.

JORGE MOTA, Morris Avenue School corridor aide, from April 5, 2016 to May 17, 2016.

JOANN SCJARAPPA, Lenna W. Conrow School instructional assistant, from March 10, 2016 to May 4, 2016.

FAMILY/MEDICAL LEAVE OF ABSENCE USING PAID DAYS

That the Board approve/ratify a family/medical leave of absence using paid days for the following named individuals:

GAIL BECKER, Morris Avenue School teacher, from May 31, 2016 to June 3, 2016.

KRISTINE FAYE, High School teacher, from May 11, 2016 to May 24, 2016.

WALTER O'NEILL, District Safety Officer/Liaison, from April 25, 2016 to May 10, 2016.

FAMILY/MEDICAL LEAVE OF ABSENCE WITHOUT PAY

That the Board approve/ratify a family/medical leave of absence without pay for the following named individuals:

KRISTINE FAYE, High School teacher, from May 25, 2016 to June 17, 2016.

AMANDA LISKA, George L. Catrambone School teacher, from September 1, 2016 to June 30, 2017.

WALTER O'NEILL, District Safety Officer/Liaison, from May 11, 2016 to May 20, 2016.

EXTENSION FAMILY/MEDICAL LEAVE OF ABSENCE USING SICK DAYS

That the Board approve/ratify family/medical leave of absence using sick days:

DAVID BASS, SR., Middle School corridor aide, from April 23, 2016 to May 31, 2016.

EXTENSION FAMILY/MEDICAL LEAVE OF ABSENCE WITHOUT PAY

That the Board approve/ratify family/medical leave of absence without pay:

KELLY VARGAS, George L. Catrambone School teacher, from September 1, 2016 to June 30, 2017.

INTERMITTENT FAMILY/MEDICAL LEAVE OF ABSENCE USING PAID DAYS

That the Board approve/ratify family/medical leave of absence using paid days:

DORIA THROWER, Morris Avenue School instructional assistant, for April 27, 2016.

CONFERENCES

APPENDIX H-6

Note: The following staff members are being approved only for registration and mileage (not to exceed \$.31 per mile) in accordance with State Circular Letter 12-14-OMB, which states that overnight travel within certain areas is no longer subject to reimbursement. Additionally, meals not associated with overnight travel will not be reimbursed:

MAKERBOT PREMIERE PRINTER TRAINING

The following people to attend MakerBot 3-D Printer Training to be held on June 6, 2016 at One Metrotech Center, Brooklyn, NY. Training costs were included with original purchase contract paid for by Perkins Grant: Nicholas Cartagena, Dina Mattia, Nemeil Navarro, Delanyard Robinson.

TEACHING BILITERACY STRENGTHENING BRIDGES... not to exceed **\$2,796.12**

Bonnie Molina, District Bilingual Supervisor, and Alyson Stagich, Catrambone School bilingual teacher, to attend Teaching for Biliteracy; Strengthening Bridges Between Languages sponsored by MA Association for Bilingual Education to be held August 8-11, 2016 at Holiday Inn, Taunton, MA (Acct# 20-241-200-500-241-20-00 and 11-000-230-585-390-12-44).

MICHAEL SALVATORE, Ph.D. not to exceed **\$2,400.00**

Superintendent of Schools, to attend the 2016 National ISTE Conference sponsored by International Society for Technology in Education ISTE to be held on June 26-29, 2016 in Denver, Colorado. (ACCT# 11-000-230-585-390-12-44).

LINDA ALSTON-MORGAN not to exceed **\$1,100.00**

Gregory School Vice Principal, to attend the June Writing Institute sponsored by Teachers College Reading and Writing Project to be held on June 20-24, 2016 at Columbia University, New York City, New York. (ACCT# 15-000-223-500-390-07-44).

KRISTINE VILLANO **\$1,783.16**

Audrey W. Clark Social Worker, to attend JKM Safe Crisis Management Re-Certification Training sponsored by JKM Safe Crisis Management to be held in Atlantic City, NJ on June 27-28, 2016 (Acct# 15-423-200-500-180-06-44).

STEPHANIE QUEIROZ **\$895.00**

High School teacher, to attend Advanced Placement Summer Institute sponsored by College Board to be held at Ocean County College on August 8 - 11, 2016. (Acct# 15-000-240-500-169-01-44).

Monthly HIB Report

Reporting Period - April 20, 2016 – May 24, 2016

Summary:

Total: Five (5) HIB investigations, two (2) confirmed as HIB

High School

Two (2) investigations, one (1) incident confirmed as HIB

Middle School

Three (3) investigations, one (1) incident confirmed as HIB

*All other schools had no HIB cases to report.

FIELD TRIPS

APPENDIX I-2

Jackson – Approximately 146 8th grade students from the Middle School to Six Flags Great Adventure on May 26, 2016 at a cost not to exceed \$8,710. Students will participate in Physics Day at Six Flags. This trip is also an end-of-year incentive for the 8th graders that will be moving on to the High School next school year. The students will be chaperoned by H. Whitmore and 16 additional chaperones (Student Acct. #M165).

Long Branch (In District) – Approximately 50 5th grade Chorus and 4th and 5th grade Dance Team students from the A.A. Anastasia School to the High School on May 26, 2016 at no cost to the district. Students will be performing for the District Memorial Day Ceremony. Performance is an essential part of the Talented Theme curriculum. The students will be chaperoned by J. Luckenbill, M. Heggie and L. Zwerin.

Long Branch (In District) – Approximately 147 students from the George L. Catrambone School to the Long Branch Beach on May 26, 2016 at no cost to the district. Students will visit the beach to learn how their environmental footprint impact their community and the world by participating in the “Save Our Beach” cleanup. The students will be chaperoned by K. Gervolino, N. Brown, C. Lopes, T. Morrison, J. Melendez, A. Herrera and R. Luehman.

Eatontown – Approximately 30 5th grade Safety Patrol students from the Gregory School to Fun Time America on May 31, 2016 at no cost to the district. This trip is an incentive for all of the hard work put in by the Safety Patrol students in reminding students of the school rules, being good role models for their peers, and keeping students safe in the hallways, stairways and all purpose room. The students will be chaperoned by C. Rock.

Brooklyn, NY – Approximately 14 A.A. Anastasia School students from the Debate Team to PS 11 on May 28, 2016 at no cost to the district. The Debate Team will be attending the NYCUDL Elementary Debate Tournament. The students will be chaperoned by M. Merckx and D. Wartmann.

Jersey City – Approximately 141 5th grade students from the A.A. Anastasia School to the Liberty Science Center on May 31, 2016 at no cost to the district. This trip correlates to Science, Reading and Social Studies. The students will be chaperoned by M. Mazzacco, S. O'Neill, J. Careri, J. Farrell, J. Alonzo, L. Alston, H. Greenwood, T. King, B. Sherman, K. Koar and H. Perez.

Long Branch (In District) – Approximately 120 Kindergarten students from the Morris Avenue School to the Gregory School on June 3, 2016 at no cost to the district. This trip is intended to facilitate the students' transition to 1st grade at the elementary school. Students will visit a 1st grade class, take a tour of the building, and become familiar with the staff in their new school. The students will be chaperoned by C. Delpizzo, L. Iandoli, Y. Meneses, S. Kelly, M. Shelnutt, M. Vieira, R. Rodriguez, C. Hauser, S. Ortiz, M. Boyce, G. Gradone and N. Trainor.

Lakewood – Approximately 30 cadets from the High School AFJROTC Color Guard to First Energy Park on June 3, 2016 at no cost to the district. The Color Guard will perform opening ceremonies for the Lakewood BlueClaws home game. This trip will provide an opportunity for the cadets to demonstrate their proficiency in military drill and ceremonies in front of a large audience at a minor league baseball game. Additional cadets will also attend to show support. The cadets will be chaperoned by Col. J. Spare and MSgt. W. Wilson.

Englishtown – Approximately 25 High School AFJROTC cadets to Old Bridge Airport on June 4, 2016 at no cost to the district. Cadets will be attending Aviation Awareness Day. This event is presented by the Black Pilots of America and hosted by the Old Bridge Flight School. The purpose of this trip is to expose young people, ages 10-18, to the world of aviation and aerospace, with an emphasis on Science, Technology, Engineering and Mathematics. The cadets will be chaperoned by Col. J. Spare and MSgt. W. Wilson.

Wildwood – Approximately 75 High School Marching Band students to the Wildwood Elks Convention Parade on June 4, 2016 at no cost to the district. Students will perform community service by representing the Long Branch High School in a civic organization parade. Students will also visit the amusement pier. The students will be chaperoned by R. Clark, A. Gallo, J. Egan, B. Dement and 2 additional chaperones.

Long Branch (In District) – Approximately 12 High School Yearbook Class students to the Morris Avenue School on June 6, 2016 at no cost to the district. These Senior Class students will perform volunteer work for elementary Field Day. The students will be chaperoned by F. Pannullo.

New York, NY – Approximately 41 Advanced Performance, Performance Dance and Marching Band students from the High School to the Whitney Museum on June 7, 2016 at a cost not to exceed \$1,150. Students will experience various forms of visual and graphic art for the first half of the trip. For the second half of the trip, students will attend the Broadway performance “Aladdin” which covers all of the various art forms they have been studying. The students will be chaperoned by R. Clark, M. Ruland, I. Moore and A. Deluca (Student Fund Acct. #H128).

Eatontown – Approximately 135 students from the A.A. Anastasia School to Fun Time America on June 9, 2016 at no cost to the district. This trip is an end-of-year incentive for the students. The students will be chaperoned by K. Stiles, N. Vidazinha, J. Gough, D. Woolley, G. Zinski, D. Wartmann, P. Caulfield, J. Blair, R. Tatum, H. Munlin and C. Branch.

Long Branch (In District) – Approximately 56 students from the George L. Catrambone School to Seven Presidents Park on June 13, 2016 at no cost to the district. The students are currently studying a unit on Amazing Creatures through which they are learning about ocean life, the beach and shells. The students are also reading “Dolphins at Daybreak” as part of their writing program. The students will be chaperoned by E. Kaeli, C. Barone, C. Possiel and 3 additional chaperones.

Eatontown – Approximately 22 AUT and MCI class students from the Middle School to Fun Time America on June 13, 2016 at a cost not to exceed \$307. Students will practice teamwork skills and make a personal pizza to help them develop independent living skills as part of the CBI curriculum. The students will be chaperoned by C. Barone-Simon, K. Gooch, J. Trzeszkowski, C. Matthews, K. Schaubert and M. Bourghese (Acct. #15-214-100-800-269-02-00 / 15-201-100-800-260-02-00).

Philadelphia, PA – Approximately 35 students, grades 8 through 10, from the Audrey W. Clark School to Independence Hall National Park on September 30, 2016 at a cost not to exceed \$1,260. This trip supports the students' current units of study on A New Nation (8th grade), Revolutions (9th grade), and American Revolution (10th grade). The students will be chaperoned by C. Giron, N. Roddy, B. Kiss, K. Parisi, N. Gomes and N. Rosati (Acct. #15-209-100-800-264-06-01).

Long Branch (In District) - Approximately 2 trumpet player students from the High School to IAMA on May 29, 2016 at no cost to the district. Students will perform community service by participating in Memorial Day services. The students will be chaperoned by R. Clark.

Long Branch (In District) - Approximately 2 trumpet player students from the High School to Long Branch City Hall on May 30, 2016 at no cost to the district. Students will perform community service by participating in 3 city services for Memorial Day. The students will be chaperoned by R. Clark.

Lakewood - Approximately 8 High School AFJROTC cadets to First Energy Park on June 8, 2016 at no cost to the district. The cadets will present the colors during the opening ceremony at a Lakewood BlueClaws day game. Cadets will perform traditional drill and ceremony as they have been instructed throughout the year. The cadets will be chaperoned by Col. J. Spare.

Neptune - Approximately 12 High School students from the MCI and AUT class to Neptune High School on June 13, 2016 at no cost to the district. Students will employ skills for communicating with family, peers and people from other backgrounds and cultures that may impact the health of oneself and others (Standard 2.2.12.A.1) and analyze the impact of competition on personal character development (Standard 2.2.12.C.1). The students will be chaperoned by C. Porges, J. Whalen, D. Bowles, M. Vacchiano and M. Vieira.

PLACEMENT/TERMINATION OF STUDENTS ON HOME INSTRUCTION

PLACEMENT OF STUDENTS ON HOME INSTRUCTION

ID# 8144527619, Classified Student

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

ID# 5947353178, Classified Student

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

ID# 9754429643, Non-Classified

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

ID# 1165928862, Non-Classified

NOTE: Student has been placed on Home Instruction due to suspension

ID# 3787627699, Non-Classified Student

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

ID# 1356151561, Non-Classified Student

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

ID# 3423554884, Classified Student

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

ID# 9459985098, Classified Student

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

ID# 1468743304, Classified Student

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

ID# 3140095792, Non-Classified Student

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

ID# 9647414802, Non-Classified Student

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

ID# 3820686794, Classified Student

NOTE: Student has been placed on Home Instruction due to new entry.

PLACEMENT/TERMINATION OF STUDENTS ON HOME INSTRUCTION

TERMINATION OF STUDENTS ON HOME INSTRUCTION

ID# 7607359238, Non-Classified Student

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

ID# 91500032, Non-Classified Student

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

ID# 5947353178, Classified Student

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

ID# 3787627699, Non-Classified Student

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

ID# 1165928862, Non-Classified Student

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

ID# 1356151561, Non-Classified Student

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

ID# 9459985098, Classified Student

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

ID# 9754429643, Non-Classified

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