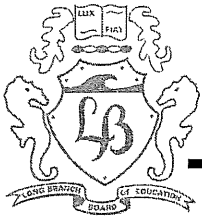


AGENDA

LONG BRANCH BOARD OF EDUCATION
Long Branch, New Jersey

Regular Meeting
Wednesday, September 29, 2021
6:00 P.M.

Long Branch Middle School
350 Indiana Avenue
Long Branch, New Jersey 07740

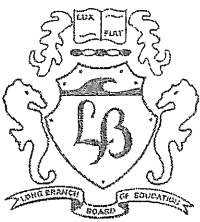


ORDER OF BUSINESS

MEETING

BOARD OF EDUCATION

- A. Roll Call
 - A-1. Statement of the Manner of Notification of the Meeting
 - A-2. Objections, if any, to the Validity of the Meeting
- B. Flag Salute
- C-1. Statement to the Public
- C-2. Opportunity for those present to address the Board relating to Agenda items
- D. Approval of Minutes
- E. Secretary's Report
- F. Superintendent's Report
- G. General Items
- H. Personnel Action
- I. Student Action
- J. Opportunity for those present to address the Board on any other business
- K. Adjournment



AGENDA

MEETING
LONG BRANCH MIDDLE SCHOOL
350 INDIANA AVENUE
WEDNESDAY, SEPTEMBER 29, 2021
6:00 P.M.

A. **ROLL CALL**

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

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

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. 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.

Fire exits are located in the direction indicated. In case of fire, you will be signaled by a 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**

The objecting member must give supporting reasons.

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

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

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

Oftentimes 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**

Comments from the Finance Committee Chair - Mrs. Youngblood Brown

D. **APPROVAL OF MINUTES**

I entertain a motion that the Board approve the following minutes:

- Agenda Meeting minutes of August 31, 2021
- Executive Session Meeting minutes of August 31, 2021

E. **SECRETARY'S REPORT**

1. **BUDGET TRANSFER REPORTS – FY22 JULY TRANSFERS**

I recommend the Board approve the following Budget Transfer Resolution (which will be labeled **APPENDIX E-1** and made part of the permanent minutes upon Board approval).

RESOLUTION

WHEREAS N.J.A.C. 6A:23A-16.10 "Budgetary Controls and Over expenditure of Funds" states a "district Board of Education or Charter School Board of Trustees shall implement controls over budgeted revenues and appropriations and shall not approve any obligation or payment in excess of the amount appropriated by the district Board of Education in the line item pursuant to N.J.S.A. 18A:22-8.1.

NOW, THEREFORE BE IT RESOLVED that the attached line item transfers FY22 July Transfers as listed be approved for the month ending July 31, 2021.

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

Ayes:

Nays:

Absent:

Date: September 29, 2021

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

2. **BOARD SECRETARY'S REPORT - JULY 31, 2021**

I recommend the Board approve the Board Secretary's Report for the month ending July 31, 2021 (which will be labeled **APPENDIX E-2** and made part of the permanent minutes upon Board approval).

3. **REPORT OF THE TREASURER - JULY 31, 2021**

I recommend the Board approve the Report of the Treasurer for the month ending July 31, 2021 (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 July 31, 2021 Board Secretary's Report, no line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(a).

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

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

I recommend 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 July 31, 2021 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:

Nays:

Absent:

Date: September 29, 2021

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

6. **BILLS AND CLAIMS – AUGUST 1 - 31, 2021 AND SEPTEMBER 1 - 29, 2021 FOR CHRIST THE KING**

I entertain a motion that the Board approve the bills and claims for August 1 - 31, 2021 and September 1 - 29, 2021 for Christ the King (which will be labeled **APPENDIX E-4** and made part of the permanent minutes upon Board approval).

7. **BILLS AND CLAIMS - AUGUST 1 - 31, 2021 AND SEPTEMBER 1 - 28, 2021 EXCLUDING CHRIST THE KING**

I entertain a motion that the Board approve the bills and claims for August 1 - 31, 2021 and September 1 - 29, 2021 excluding Christ the King (which will be labeled **APPENDIX E-4** and made part of the permanent minutes upon Board approval).

8. **RECONCILIATION MONTHLY OPERATING REPORT – SODEXO – AUGUST 31, 2021**

I entertain a motion that the Board approve the monthly operating reports for the Sodexo Corporation, Food Service Management Company for the Long Branch School District for August 31, 2021 (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 AUGUST 31, 2021**

I entertain a motion that the Board approve the monthly reports for the Athletic Fund, the Elementary Schools, Middle School, and High School Student Funds as of August 31, 2021 (which will be labeled **APPENDIX E-6** and made part of the permanent minutes upon Board approval).

F. **SUPERINTENDENT’S REPORT**

1. **STANDARDIZED ASSESSMENT NOTIFICATION**

As required by New Jersey statute N.J.S.A.18A:7C-6.6, each year school districts must provide parents/guardians with information regarding State and standardized assessments that will be administered to students during that school year. This information is listed in **APPENDIX F-1**.

G. **GENERAL ITEMS**

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

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

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

1. **RESOLUTION AUTHORIZING THE PROCUREMENT OF GOODS AND SERVICES THROUGH STATE AGENCY FOR THE 2021 - 2022 SCHOOL YEAR**

I recommend 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 or state approved cooperative purchasing groups, and

WHEREAS, the Long Branch Board of Education desires to authorize its purchasing agent for the 2021 - 2022 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)**

<u>Commodity/Service</u>	<u>Vendor</u>	<u>State Contract #</u>	<u>Amount</u>
Stadium Field and markings for football, soccer lacrosse, field hockey and removal and disposal of goal posts	FieldTurf USA, Inc.	ESCNJ 18/19-55	\$839,261.00
Score Board	Daktronics	OMNIA Partners NJ-R170101-312634	\$218,078.00
Lawn mower, sun canopy	Storr Tractor Company		\$ 70,157.60

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

Ayes:
Nays:
Absent:
Date: September 29, 2021

2. **MEMORANDUM OF AGREEMENT BETWEEN EDUCATION AND LAW ENFORCEMENT FOR THE 2021 - 2022 SCHOOL YEAR**

I recommend the Board approve/ratify the renewal of the Memorandum of Agreement between Education and Law Enforcement for the 2021-2022 school year.

3. **APPROVAL TO ACCEPT THE FY2022 AMERICAN RESCUE PLAN ACT (ARP) - IDEA CONSOLIDATED GRANT**

I recommend the Board approve the acceptance of the FY2022 ARP-IDEA Consolidated Grant Award. The FY2022 allocations are as follows:

1. Basic - \$320,689 (Non-Public Portion - \$2,252)
2. Pre-School - \$27,162

I recommend the Board approve **JanetLynn Dudick, Ph.D.**, Assistant Superintendent For Pupil Personnel Services, to serve as the District's contact person for the above actions.

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

G. **GENERAL ITEMS (continued)**

4. **EMERGENCY VIRTUAL OR REMOTE INSTRUCTION PROGRAMS FOR THE 2021 - 2022 SCHOOL YEAR**

As required by New Jersey Law A-3904 P.L.2020, c.27, or "Chapter 27"), school districts are to annually submit a proposed program for emergency virtual or remote instruction (Plan) to the New Jersey Department of Education (Department). This law provides for the continuity of instruction in the event of a public health-related district closure by permitting LEAs to utilize virtual or remote instruction to satisfy the 180-day requirement pursuant to N.J.S.A. 18A:7F-9. This information is listed in **APPENDIX G-4**.

5. **APPROVAL TO GO OUT TO BID FOR MORRIS AVENUE SCHOOL ENVELOPE**

I recommend the Board approve to go out to bid for the Morris Avenue School envelope to include window and roof replacements.

6. **APPROVAL TO ACCEPT ADDITIONAL FUNDS FOR ARP ESSER FUND**

I recommend the Board approve the acceptance of the additional State Aid allocations for services under ARP ESSER Fund in the 2021 - 2022 school year as indicated below:

Program

Accelerated Learning, Coaching and Educator Support Grants	\$ 603,365.00
Evidence-Based Summer Learning and Enrichment Activities Grant	\$ 41,136.00
Evidence-Based Comprehensive Beyond the School Day Activities Grant	\$ 41,136.00
MTSS Mental Health Support Staffing Grant	\$ 445,613.00
TOTAL	\$1,131,250.00

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

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

7. **GIFTS TO SCHOOL**

I recommend the Board accept the following gifts to schools indicated:

Food Circus SuperMarket NancyAnne Fama	1 Foodtown Gift Card for the LBMS Food Pantry (Value: \$100.00)
--	---

H. **PERSONNEL ACTION**

1. **APPROVAL OF JOB DESCRIPTIONS**

I recommend the Board approve the job descriptions as listed on **APPENDIX H-1a, APPENDIX H-1b and APPENDIX H-1c**.

2. **RESCIND EMPLOYMENT - CONTRACTUAL POSITION**

I recommend the Board rescind the employment contract for the following individual:

MICHAEL HURLEY, ESL Teacher, effective September 7, 2021.
SADE MILLS, Instructional Assistant, effective September 22, 2021.

H. **PERSONNEL ACTION (continued)**

3. **RESIGNATION - CONTRACTUAL POSITION**

I recommend the Board accept the resignation of the following individuals:

CASEY CLARK, Instructional Assistant, effective September 27, 2021.

KARAHN MORRIS, Safe School Environment Person, effective September 16, 2021.

LINDA RAOUL, School Social Worker, effective October 8, 2021.

KENDALL TURCHYN, ESL Teacher, effective November 20, 2021.

4. **APPOINTMENT OF CERTIFIED STAFF**

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

Effective: September 1, 2021 *Pending Pre Employment Physical & Fingerprints**

ANDREW CARLSTROM

Mathematics Teacher
High School
MA +30, Step 5
\$64,611.00

Certification: Teacher of Mathematics

Education: Bowie State University

Replaces: Robin Reinhold-Cannetto (transfer)

(Acct. # 15-140-100-101-000-01-00) (UPC # 0142-01-MAFAC-TEACHR)

Effective: *Pending Pre Employment Physical & Fingerprints**

5. **APPOINTMENT OF BILINGUAL SUPERVISORS**

I recommend the Board approve the following named individuals as Bilingual Supervisors:

HEIDY CASTILLO, Bilingual Supervisor PK-5 at \$90,000.00, effective October 1, 2021.

Replaces: New Creation (Acct. # 11-000-221-102-000-12-00)

(UPC # 1550-12-BLNGK5-SUPER).

ANGELICA HERNANDEZ, Bilingual Supervisor 6-12 at \$90,000.00, effective October 1, 2021. Replaces: Karissa Disney (reassignment)

(Acct. # 11-000-221-102-000-12-00) (UPC # 1179-12-BLNG612-SUPER).

6. **APPOINTMENT OF SOCIAL EMOTIONAL LEARNING COACH**

I recommend the Board approve the following named individual as Social Emotional Learning Coach:

NICOLE TRAINOR, Pupil Personnel Services at MA+30, Step 16, \$95,111.00, effective October 1, 2021. Replaces: New Creation. (Acct. # 11-000-221-104-000-11-00)

(UPC # 1607-11-OFPPS-SELCOA).

H. **PERSONNEL ACTION (continued)**

7. **APPOINTMENT OF CHILD CARE PROGRAM MANAGER (LITTLE WAVES)**

I recommend the Board approve the following named individual as Child Care Program Manager (Little Waves):

HANNA EVA GREENWOOD-GODELL, Pupil Personnel Services at \$80,000.00, effective October 1, 2021. Replaces: Angeline Caroll (retirement).
(Acct. # 11-800-330-100-000-12-00) (UPC # 0033-12-LTWAV-DIRLTW).

8. **APPOINTMENT OF STUDENT ADVISORS**

I recommend the Board approve the following named individual as Student Advisor:

LAURA BLAND, Joseph M. Ferraina ECLC at BA+30, Step 10, \$66,661.00, effective October 1, 2021. Replaces: Betsy Callaghan (resignation).
(Acct. # 20-218-100-101-000-04-00, 15-110-100-101-000-04-00)
(UPC # 0484-04-GUIDN-TEACHR).

JANISE STOUT, Morris Avenue ECLC at MA+30, Step 14, \$84,561.00, effective October 1, 2021. Replaces: Nicole Trainor (reassignment).
(Acct. # 15-110-100-101-000-05-00, 20-218-100-101-000-05-00)
(UPC # 0576-05-GUIDN-TEACHR).

9. **APPOINTMENT OF CONFIDENTIAL SECRETARY**

I recommend the Board approve the following named individual as a Secretary:

LAURA STROEBEL, Office of Chief Academic Officer at \$53,000.00, effective Pending Pre Employment Physical and Fingerprints*. Replaces: New Creation.
(Acct. # 11-000-221-105-000-10-00) (UPC # 1610-10-OFCAO-CONSEC).

10. **APPOINTMENT OF FULL-TIME BUS DRIVER**

I recommend the Board approve the following named individual as a Full-Time Bus Driver:

SANDRA KLEMSER, District Office at Step 5 \$30,561.00, effective Pending Pre Employment Physical and Fingerprints*. Replaces: Kristopher Soto (resignation).
(Acct. # 11-000-270-161-000-12-00) (UPC # 0958-12-TRNSP-FTDRVR).

11. **APPOINTMENT OF INSTRUCTIONAL ASSISTANTS**

I recommend the Board approve the following named individuals as Instructional Assistants:

JENNIFER BUONO, Lenna W. Conrow ECLC at Step 1 at \$20,384.00, effective Pending Pre Employment Physical*. Replaces: Gabriella Navarette (resignation).
(Acct. # 20-218-100-106-000-08-00) (UPC # 1514-08-PRESC-PARAPF).

CHRISTINE CHECKI, Amerigo A. Anastasia School at Step 1 at \$20,384.00, effective Pending Pre Employment Physical and Fingerprints*. Replaces: Jamie Tvrdik-Gough (resignation). (Acct. # 15-204-100-106-000-03-00) (UPC # 1313-03-SELDI-PARAPF).

H. **PERSONNEL ACTION (continued)**

CINTHYA LOPEZ, Joseph M. Ferraina ECLC at Step 1 at \$20,384.00, effective Pending Pre Employment Physical and Fingerprints*. Replaces: NyKeirah Jones (reassignment). (Acct. # 20-218-100-106-000-04-00) (UPC # 1229-04-PRESC-PARAPF).

MARCOS MARTINEZ, Long Branch Middle School at Step 1 \$20,384.00 + \$250 Stipend for BA, effective Pending Pre Employment Physical and Fingerprints*. Replaces: Michael Vieira (reassignment) . (Acct. # 15-214-100-106-000-02-00) (UPC # 1137-02-SEMDI-PARAPF).

ARIEL OSTROWSKY, Lenna W. Conrow ECLC at Step 15 \$26,945.00 + \$250 Stipend for BA, effective Pending Pre Employment Physical and Fingerprints*. Replaces: New Creation. (Acct. # 15-216-100-106-000-08-60) (UPC # 1564-08-SEAUT-PARAPF).

DAWN VAN BRUNT, Lenna W. Conrow ECLC at Step 6 at \$22,868.00, effective Pending Pre Employment Physical and Fingerprints*. Replaces: Anna Kelly (resignation). (Acct. # 11-216-100-106-000-08-00) (UPC # 1246-08-SEPSD-PARAPF).

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

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

DISTRICT

Before/After School Bus Aides (effective 9/1/21) \$12.00/hr.

Veronica Billy, Christine Briggs, Samantha Cook, Melinda D'Amelio, Elvia Franco, Jakeia Goff, Dalwasia Jones, Stephanie Kircher, Ta'Tyana Snelling, Karen Stout, Marina Torres, Shatika Wallace, Elise Williams

Building Security (effective 9/1/21) \$15.00/hr.

Lorena Santiago-Garcia, Rangel Solano-Camacho

Home Instruction \$28.84/hr.

Christina Medlin, James Reilly, Nyema Roddy

Curriculum Writers (50 hours per writer) \$25.13/hr.

English 10: Meghan Cook, Andrea Kelly
English 12: Gina Crouch, Rebecca Stone
ELA Gr. 6: Lori Olsen
ELA Gr. 7: Nyema Roddy
ELA Gr. 8: Nyema Roddy
Creative Writing II (HS): John Bazley
Health & Physical Education: Jolie Dynak, Joe Simon

Assistant to the Transportation Manager (effective 9/1/21) \$3,500/prorated

Kumar Beharry

STEAM Program Site Coordinators \$27.80/hr.

GLC: Doreen Rogan, AAA: Lauren Sweet, GRE: Edna Newman

H. **PERSONNEL ACTION (continued)**

STEAM Program Substitute Site Coordinator \$27.80/hr.
Nyema Roddy

STEAM Program Teachers \$24.21/hr.
Bruna Cale, Laurie DeMuro, Jennifer Farrell, Jasmine Gomez, Benita Holt, Margaret Johnson, Jussara Lins, Maria Maisto, Linda Manzo, Maria Manzo, Francine Marucci, Margaret Marzullo, Mary Mazzacco, LaTuya Morris, Angela Napoli-Vincent, Kelli Napolitano, Thomas Odom, Nancy O'Toole, Brian Roberts, Angela Robertson, Vincent Vallese, Carlos Villacres, Dorothy Williams-Reed

STEAM Substitute Teachers \$24.21/hr.
Alexa Booth, Jill Careri, Michelle Morey, Soledad Navarro, Holly Terracciano

STEAM Program Instructional Assistants \$12.44/hr.
Dalwasia Jones, Soledad Navarro, Sara Ortiz

STEAM Program Safe School Person \$15.00/hr.
Fermin Luna Hernandez

STEAM Program Substitute Safe School Persons \$15.00/hr.
Tonianne Lisanti, Michelle Morey

ELEMENTARY

Breakfast Monitors \$13.08/session
AAA: Christine Checki

ELEMENTARY (continued)

Lunch Monitors \$21.36/session
GRE: Michael Conte (9/29/21) Craig Cuje (effective 9/1/21), Erica Krumich (effective 9/1/21), Brian Roberts (effective 9/1/21), Tynekqua Rolf-Wiggs (9/22/21), Erin Schoonveld (effective 9/1/21), Michael Thompson (effective 9/1/21)

MIDDLE SCHOOL

Breakfast Monitors \$13.08/session
Adrian Castro (effective 9/23/21), Marget Barton (effective 9/1/21), Patrick Tracey (effective 9/20/21), Jared Walker (effective 9/1/21), Charlie Widdis (effective 9/1/21)

Lunch Monitors \$21.36/session
John Jasio (effective 9/1/21), Raphael Silva (effective 9/14/21), Jared Walker (effective 9/1/21), Charlie Widdis (effective 9/1/21)

Zero Period \$24.20/hr.
Ashley Stewart

H. **PERSONNEL ACTION (continued)**

6th Period (effective 9/1/21) \$4,500.00
Kristen Circelli, John O'Shea

HIGH SCHOOL

Lunch Monitors (effective 9/1/21) \$21.36/session
Chad King, Marisya Etoll, Maria Novoa-Jones, Raul Rivera

Academic Lab Instructors- Homework Club \$24.21/hr.
Megan Bolger

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

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

DISTRICT

STEAM Program Teachers \$24.21/hr.
Ron Bennett, Andrew Critelli, Amy Zambrano

14. **COACHING/ATHLETIC STIPEND POSITIONS - FALL 2021**

I recommend the Board approve/ratify the following coaching/athletic stipend appointments:

Event Workers *paid Per Athletic Fee Event Schedule*
Gareth Grayson, Patrick Tracey

15. **COACHING/ATHLETIC STIPEND POSITIONS - FALL 2021**

Event Worker *paid Per Athletic Fee Event Schedule*
Eric Peters

16. **VOLUNTEER COACH**

Rafael Silva	Soccer	Volunteer - no salary/stipend
Jordan Rodriguez	Football	Volunteer - no salary/stipend

17. **CHANGE IN TRAINING LEVEL - 2021 - 2022 SCHOOL YEAR**

I recommend the Board approve/ratify the change in training level for the following individual, effective October 1, 2021:

STEFANIA DESOUZA-FAVARETO, Elementary Teacher, moving from BA to MA on the teacher's salary guide.

NICHELLE DOUGLAS, Early Childhood Teacher, moving from BA to MA on the teacher's salary guide.

JOELLEN DUNN, Middle School Teacher, moving from MA to MA+30 on the teacher's salary guide.

H. **PERSONNEL ACTION (continued)**

MEGAN FARRELL, Elementary Teacher, moving from BA to MA on the teacher's salary guide.

CHAD KING, High School Teacher, moving from BA to BA+30 on the teacher's salary guide.

JENNA MIAH, High School Teacher, moving from MA to MA+30 on the teacher's salary guide.

AMANDA SILLER, Elementary Teacher, moving from BA to MA on the teacher's salary guide.

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

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

SUBSTITUTE CORRIDOR AIDES - PENDING FINGERPRINTS*

Kevin Harrell*, Dajah Johnson*, Anjuli Santiago*, Melinda Strong*

SUBSTITUTE INSTRUCTIONAL ASSISTANTS - PENDING FINGERPRINTS*

Rebecca Adekunle*, Kaitlyn Gomez*, Paola Machin

SUBSTITUTE SECRETARIES - PENDING FINGERPRINTS*

Kelly Pepsny*, Sophia Pierre*, Angel Whaley*

SUBSTITUTE TEACHERS - PENDING FINGERPRINTS*

Rebecca Adekunle*, Emily Deady*, Leah Fonseca*, Jacqueline Forgach*, Alicea Juliet*, Amy Keith*, Yanice McMullen*, Gianna Palombi*, Kayla Smith, Damaine Threatt, Katie Van Lew*

19. **APPROVAL TO ENTER INTO A SHARED SERVICES AGREEMENT WITH THE LONG BRANCH HOUSING AUTHORITY**

I recommend the Board approve entering into a shared services agreement with the Long Branch Housing Authority to provide lawn maintenance to the Chester Arthur Apartments and Kennedy Towers from September to November and April to June in the amount of \$11,000 - **APPENDIX H-2**.

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

I recommend the Board approve/ratify the family/medical leaves of absences as listed on **APPENDIX H-3**.

21. **STUDENT TEACHER/INTERN PLACEMENT**

I recommend the individuals listed be authorized to conduct their student teaching in the Long Branch Public Schools as indicated during the 2021 - 2022 school year. Long Branch Public School employees must complete their student teaching and/or internship outside of their contractual hours.

Kean University

Brenda Itzol

Kristine Villano

Pupil Personnel

Pupil Personnel

September 2021 - May 2022

Dr. JanetLynn Dudick

Dr. JanetLynn Dudick

H. **PERSONNEL ACTION (continued)**

Monmouth University

Robert Clay

High School

September 2021 - May 2022

Amanda Ewan

I. **STUDENT ACTION**

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

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

2. **PLACEMENT/TERMINATION OF STUDENTS ON HOME INSTRUCTION - 2021 - 2022 SCHOOL YEAR**

I recommend the Board approve/ratify the placement/termination of home instruction for the 2021 - 2022 school year for the students listed on **APPENDIX I-2.**

3. **CORRECTIONS / REVISIONS TO MINUTES**

I recommend the Board approve the following corrections/revisions to minutes:

August 31, 2021

FAMILY/MEDICAL LEAVE OF ABSENCE

DAWN O'GRADY, Lenna W. Conrow School teacher should have read use of sick days from October 7, 2021 to November 3, 2021.

TEACHER/MENTOR PROGRAM 2021 - 2022 SCHOOL YEAR

This should read the Board approves the following individuals to assume the position of Mentor provided by the Board of Education at a rate of \$550 annually for a 1 year term:

Location

Audrey W. Clark

Amerigo A. Anastasia

Teacher

Rebecca Fackenthal

Ana Warner

Mentor

Emily Bryk

Melissa Christopher

STUDENT TEACHER/INTERN PLACEMENT 2021 - 2022 SCHOOL YEAR

Monmouth University - September 2021 - May 2022 - Jamie Warwick - Joseph M. Ferraina - Kimberly Willis. Should have read Kristen Kelly.

June 30, 2021

FAMILY/MEDICAL LEAVE OF ABSENCE

KALLIOPI PAPAYIANNIS, George L. Catrambone teacher should have read use of sick days from September 27, 2021 to January 3, 2022, use of unpaid days from January 4, 2022 to January 30, 2022.

PLACEMENT OF TUITION-IN STUDENTS FOR THE 2021-2022 SCHOOL YEAR

Keansburg School District; Student ID# 20276761; Placement - Audrey W. Clark School; Tuition - \$46,882.73; Effective Date - 9/8/2021. The student did not attend school in Keansburg. The district should have read: Keyport School District.

4. **RESOLUTION FOR CLOSED EXECUTIVE SESSION**
I recommend 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 a **student matter** 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 Middle School, 350 Indiana Avenue, 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.

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

Ayes:
Nays:
Absent:
Date: September 29, 2021

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

DISCUSSION

1. Board/Committee meetings moving forward
2. NJSBA Virtual Convention

- K. **ADJOURNMENT**

**LONG BRANCH PUBLIC SCHOOLS
2021-2022 Annual Assessment Notice to Parents and General Public**

New Jersey school districts, charter schools, and renaissance school projects are required by statute (N.J.S.A. 18A: 7C-6.6) to annually notify parents or guardians by October 1 or within 30 days of any additional statewide student assessment or commercially developed standardized assessment that will be administered over the course of the school year. If specific details are not yet available, districts may insert "To Be Determined" ("TBD").

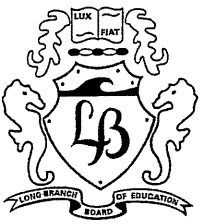
Key:

- **Number of Testing Administrations in District** refers to the number of times a particular assessment will be offered during the school year.
- **Testing Mode** refers to how the assessment will be administered to students. The two modes are computer-based and paper-and-pencil. Some computer-based assessments allow students to take the assessment using paper and pencil. Be sure to inquire about the options if your child has a medical issue that would not allow them to take the assessment on the computer.
- **Testing Time** is the maximum amount of time allotted to students to complete the assessment. Most students finish well in advance of the allotted time.
- **Testing Window** is the period of time in which districts administer the assessment. It is not the actual number of days it takes a student to complete the assessment. School districts can choose the specific days within the window to administer the test. Please inquire with your district about the exact testing dates of the assessment.
- **Results Available** refers to the date districts receive individualized student results from the assessment. These results will be distributed to students, educators, and families as soon as received by district.

Assessment Name	Subject Area	Grade Level Tested	Information about Available Accommodations and Accessibility Features	Number of Testing Administrations in District	Testing Mode	Testing Time Allotted per Student	Testing Window	Results Available	Information for Parents/Guardians Regarding the Assessment
Start Strong Assessment	<ul style="list-style-type: none"> • ELA • Math • Science 	ELA: Grades 4 through 10 Math: Grades 4 through 8, Algebra I, Geometry, & Algebra II Science: Grades 6, 9, & 12	<u>NJSIA ACCESSIBILITY FEATURES AND ACCOMMODATIONS MANUAL</u> (mypearsonsupport.com)	1	Online	45-60 minutes per subject assessment	9/13/21 to 10/22/21	TBD	For more information please visit the <u>Office of Assessments webpage</u> www.nj.gov/education/assessment/

Assessment Name	Subject Area	Grade Level Tested	Information about Available Accommodations and Accessibility Features	Number of Testing Administrations in District	Testing Mode	Testing Time Allotted per Student	Testing Window	Results Available	Information for Parents/Guardians Regarding the Assessment
NJSLA Math Spring Administration	• Math	Grades 3 – 8 and all students enrolled in Algebra I, Geometry, & Algebra II	<u>NJSLA ACCESSIBILITY FEATURES AND ACCOMMODATION MANUAL</u> (mypearsonsupport.com)	1	Computer-based with paper-based options for students with disabilities	• Grades 3 – 8: Three 60 minute units, Total time 180 minutes • Algebra I, Geometry, & Algebra II: Two 90 minute units, Total time 180 minutes	4/25/22 to 6/3/22	TBD	For more information please visit the <u>Office of Assessments</u> webpage www.nj.gov/education/assessment
NJSLA ELA Spring Administration	• ELA	Grades 3 through 9	<u>NJSLA ACCESSIBILITY FEATURES AND ACCOMMODATION MANUAL</u> (mypearsonsupport.com)	1	Computer-based with paper-based options for students with disabilities	• Grade 3: Two 75 minute units, Total time 150 minutes • Grades 4 – 9: Two 90 minute units, Total time 180 minutes	4/25/22 to 6/3/22	TBD	For more information please visit the <u>Office of Assessments</u> webpage www.nj.gov/education/assessment
NJSLA Science Spring Administration	• Science	Grade 5, Grade 8, and Grade 11	<u>NJSLA ACCESSIBILITY FEATURES AND ACCOMMODATION MANUAL</u> (mypearsonsupport.com)	1	Computer-based with paper-based options for students with disabilities	• Grades 5 & 8: Three 45 minute units, Total time 135 minutes • Grade 11: Three 60 minute units, Total time 180 minutes	4/25/22 to 6/3/22	TBD	For more information please visit the <u>Office of Assessments</u> webpage www.nj.gov/education/assessment

Assessment Name	Subject Area	Grade Level Tested	Information about Available Accommodations and Accessibility Features	Number of Testing Administrations in District	Testing Mode	Testing Time Allotted per Student	Testing Window	Results Available	Information for Parents/Guardians Regarding the Assessment
New Jersey State Graduation Proficiency Assessment (NJS GPA)	<ul style="list-style-type: none"> • ELA • Math 	Grade 11	<u>NJSLA ACCESSIBILITY FEATURES AND ACCOMMODATIONS MANUAL (mybearsonsupp.ort.com)</u>	1	Computer-based with paper-based options for students with disabilities	Two 90-minute units, Total time 180 minutes per subject	3/14/22 to 3/18/22 Make-up: 3/21/22 to 3/25/22	TBD	For more information please visit the <u>Office of Assessments webpage</u> www.nj.gov/education/assessment
NJSLA ELA/Math High School Summer	<ul style="list-style-type: none"> • ELA • Math 	Grade 9	<u>NJSLA ACCESSIBILITY FEATURES AND ACCOMMODATIONS MANUAL (mybearsonsupp.ort.com)</u>	1	Computer-based with paper-based options for students with disabilities	Two 90-minute units, Total time 180 minutes per subject	7/25/22 to 8/5/22	TBD	For more information please visit the <u>Office of Assessments webpage</u> www.nj.gov/education/assessment
Dynamic Learning Maps (DLM) Year End (YE) Model	<ul style="list-style-type: none"> • ELA • Math • Science 	Grades 3 - 8 Grade 11	<u>DLM Accessibility Manual</u>	1	Computer-based	N/A	4/1/22 to 5/27/22	TBD	For more information please visit the <u>Office of Assessments webpage</u> www.nj.gov/education/assessment
ACCESS and Alternate ACCESS for ELLs	English language proficient test	K-12	<u>WIDA Accessibility & Accommodations Supplement</u>	1	Paper – Grade K Online Grades 1–12 (Writing portion is paper Grades 1–3)	N/A	2/14/22 to 4/8/22	TBD	Parent Handout Provided in different languages.



OPERATION AND MANAGEMENT COMMITTEE

Wednesday, September 15, 2021 - 6:30 PM

COMMITTEE MEMBERS:

Armand Zambrano, Chairperson
Donald Covin
Lucille Perez
Lauren McCaskill

ADMINISTRATORS:

Francisco E. Rodriguez
Peter E. Genovese III, RSBO, QPA
Ann C. Degnan
Christopher A. Dringus

FACILITIES

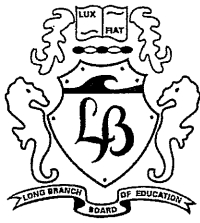
- Update on HVAC and air quality project – We hired a contractor and installed over 800 i-Waves air purifiers in every HVAC unit across the district. All areas now have a filter rating of MERV-13 in all locations.
- Update on High School controls upgrade – Johnson Controls has started running the wires for the new HVAC network and Thermostats. This project was funded by grant money to improve air quality in the school. This project will continue until December
- Canopy at the George L. Catrambone School – We are installing a canopy for student drop off in the back of the school to protect students.
- New Projects:
 - Middle School controls. We are working on a proposal to replace the 6 year old control system at the Middle School to improve air quality.
 - Relocatable at Audrey W. Clark School - The 20 year old trailers at Clark school will be replaced with a new building by Thanksgiving.
 - Turf/Scoreboard – We are working with Athletics to determine the best options to upgrade the systems in the HS stadium including the turf field and scoreboard.
 - Possible other turf fields – We are investigating the possibility of installing turf on any additional fields across the athletic fields.
- Other activities
 - Ash tree removal at the Middle School and High School – We are removing several medium sized Ash trees at the High School and Middle School. We will replace the trees, but will need to coordinate it with the seasons.
- New canopies at the Amerigo A. Anastasia School and 540 Broadway – We replaced the canopy at 540 and are waiting on parts for the AAA Canopy top.
- Equipment
 - New purchases have been delayed

TECHNOLOGY

- All Amerigo A. Anastasia School teacher machines have been replaced
- The Avigilon 7 software is now running 8 security servers
- The Graphic Arts lab at the Middle School has been upgraded
- The MAC's at the High School have all been upgraded
- As of September 1, 2021, 6 schools have had 193 Chromebook carts with approximately 4,850 Chromebooks ready for distribution – (Note: all Chromebooks are at all schools; we are waiting for carts at the remaining locations)
- The district Firewalls have been replaced
- The district Web Gateways have been replaced

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

INSTRUCTION AND PROGRAMS COMMITTEE

Wednesday, September 15 2021 - 5:30 PM
540 Broadway - 3rd Floor Conference Room

COMMITTEE MEMBERS:

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

ADMINISTRATORS:

Francisco E. Rodriguez
JanetLynn Dudick, Ph.D.
Frank Riley
Nicole Esposito
Tara Puleio

1. State Testing

- a. Purpose: Start Strong is intended to...
 - i. Provide an early indication of the level of support students may need based upon the prior year's academic standards.
 - ii. Be administered quickly to provide immediate results.
 - iii. Serve as New Jersey's federally required general assessments for the 2020-2021 school year in ELA, Math, and Science including public reporting of school level results disaggregated by subgroup.
 1. ***Start Strong is not intended to replace any preferred assessment strategies being used locally or replace NJSLA 2022.***
- b. Who will test?
 - i. English Language Arts Grades 4 through 10
 - ii. Mathematics grades 4 through 8, Algebra I, Geometry, and Algebra II
 - iii. Science grade 6, grade 9, and grade 12
 - iv. All Start Strong testing will be completed by October 1st with very little disruption to the regular school day.

2. Curriculum/Grading Updates

- a. Creation of Long Branch Public Schools Curriculum Digital Warehouse
- b. Summer Work
 - i. Yearbook
 - ii. Carpentry
 - iii. K-5 Science
 - iv. Grades 6-8, Alg. I, Alg. II & Geometry (**Scope & Sequence to Address Unfinished Learning*)
 - v. Diversity & Inclusion Resource Guide
- c. Approval of Additional Course Offerings
 - i. MS Creative Writing
 - ii. History of Long Branch

- d. Grading Procedures (Middle and High School)
 - i. Consistent procedures through grades 6-12
 - ii. Emphasis on formative assessments demonstrating students' ability to transfer their content knowledge within various learning activities
 - iii. Grading Scale mirrors College Board's grading scale which is used when calculating GPAs to a 4.0 scale

3. Emergency Virtual or Remote Instructional Programs

- a. Each school schedule for Emergency Virtual or Remote Instructional Programs will be attached to the final minutes.
- b. Board Resolution must be approved and attached to state application.
- c. Application to state is due October 29, 2021.

4. Diversity, Equity, and Inclusion

- a. DEI implementation into curriculum
- b. DEI Minute

5. Pupil Personnel Services

- a. Program Updates
 - i. Bilingual Programs and Services
 - 1. Currently servicing more than 1,300 students
 - 2. Currently auditing all services for students
 - a. Entrance & Exit from program
 - b. Additional staff
 - 3. Parent & Community Supports
 - ii. Special Education Programs and Services
 - 1. Currently servicing more than 880 students
 - 2. Out of District Placement - 42 students
 - 3. Least Restrictive Environment
 - a. In-Class Resource Support
 - b. Pull-Out Resource Support
 - c. Self-Contained Classroom
 - i. Autism
 - ii. Behavioral Disabilities
 - iii. Communication Impaired
 - iv. Intellectual Disability - Mild, Moderate, Severe
 - v. Specific Learning Disability
 - vi. Other Health Impaired
- 4. Related Services
 - a. Occupational Therapy
 - b. Physical Therapy
 - c. Speech & Language Services

Curriculum to be written during the 2021-22 School Year

- Creative Writing (Middle School)
- History of Long Branch (High School)

Emergency Virtual or Remote Programs School Schedules

Committee Discussion:

1. Goals Aligned to Strategic Plan

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

Wednesday, September 22, 2021 - 5:30 PM

540 Broadway - 3rd Floor Conference Room

<https://us06web.zoom.us/j/83511539651>

Dial by Phone: 646-876-9923

Meeting ID: 835 1153 9651

COMMITTEE MEMBERS:

Avery Grant: Chair
Tasha Youngblood Brown
Caroline Bennett
Lauren McCaskill

ADMINISTRATORS:

Francisco E. Rodriguez
Walter O'Neill

- 1. Weekly Updates
- 2. Radios
- 3. State Assessments
 - o Site Assess
- 4. Communications (Local Agencies)

Committee Discussion:

- 1. Goals Aligned to Strategic Plan

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 Security Department



Agenda: Security Meeting
September 22, 2021
17:30

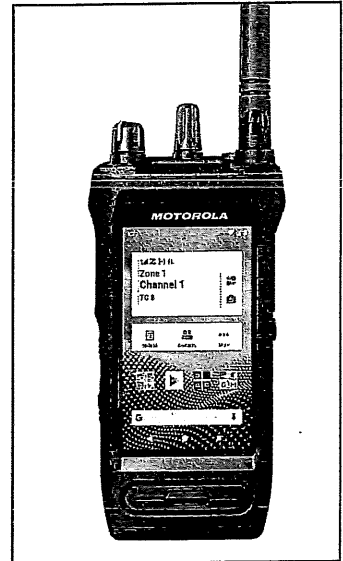
Two years ago, our Motorola radio system had reached end of life, which meant we could no longer get parts for repairs and the system was in dire need of an upgrade. The previous administration decided to go in a new direction with the AT&T FirstNet system, which uses cellular devices (Sonim XP8). The devices purchased on state contract for \$1 each and activated on the AT&T network, with no contract.

FirstNet established after 9-11 for all First Responders and Law Enforcement on a dedicated cellular network. Long Branch Public Schools was one of the first districts given approval to join the FirstNet system.

However, the system and devices designed for law enforcement did not translate comfortably into an educational setting. Staff found them to be too complicated to use, poor reception in some areas, and the constant phone calls from robo systems.

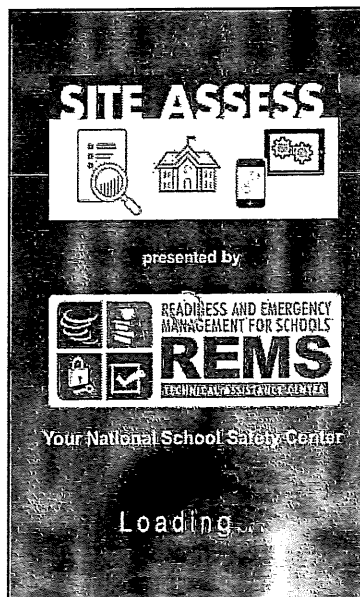
The current administration requested the discontinued use of the Sonim XP8 starting September 1. All the older radios were charged, checked along with the infrastructure to ensure a safe opening on September 8.

We have also contacted Motorola and have asked them to conduct a site survey of the district and give us a price on the new portable radio called "Mototrbo Ion" It is anticipated that a new system can be operational by Christmas with a lifetime expectancy of 25-years.



Last year the NJ DOE had requested that all districts conduct site assessments of their facilities. However, the pandemic put that on hold. This year, the plan is back on track to have schools complete the assessment by the end of 2022.

The state has partnered with REMS, who has created a free secure mobile application designed specifically for education agencies allows personnel to walk around buildings and grounds and examine their safety, security, accessibility, and emergency preparedness.



Site Assess generates a customized to-do list that may be used in the short term and long term to address facility improvements, prompts teams to share pertinent information with first responders, and contains relevant resources on several education facility and preparedness topics.

The application allows the user to capture images within and upload pictures directly into the app. Users answer specific questions related to the various areas of the building. All that information is collected and able to be exported into a Word document.

All of the district security officers were encouraged to download the application and provided webinars on how to use it and conduct an assessment.

Other key stakeholders who should be part of the assessment team are the staff of the facility department and members of the leadership team. However, they have not been trained, but their input would be very valuable.



Long Branch Public Schools

"Together We Can, Juntos Nós Podemos, Juntos Podemos"

540 Broadway • Long Branch, NJ 07740
Phone: 732.571.2868 • Fax: 732.229.0797

2021-2022 Emergency Virtual (Remote) Instruction Plan

School Schedules:

- **See Attachment for Building Schedules*
- All schedules meet the minimum requirement of 4 hours of instruction exclusive of lunch and recess.

Instructional Plans:

- **Grades (Pre-K & K)**
 - District has issued 1:1 students chromebooks for all students which can be brought to and from school daily. **Families will be surveyed as to household WiFi and hot spots will be distributed to those students and families in need. District will incur costs of hot spots to ensure all students have WiFi access.*
 - Students will follow the Pre-K and K emergency virtual (remote) school schedule.
 - The parent/guardian will be sent a link each morning of the emergency closure which will allow the child to access their teacher's virtual classroom.
 - Teachers will provide whole group and small group interactive instruction.
- **Grades (1-5)**
 - District has issued 1:1 students chromebooks for all students which can be brought to and from school daily. **Families will be surveyed as to household WiFi and hot spots will be distributed to those students and families in need. District will incur costs of hot spots to ensure all students have WiFi access.*
 - Students will follow the Elementary School emergency virtual (remote) school schedule.
 - Students will be responsible for logging into their teacher's Google classroom where the daily schedule and classroom virtual link will be posted.
 - Teachers will provide whole group and small group interactive instruction.
- **Grades (6-12)**
 - District has issued 1:1 students chromebooks for all students which can be brought to and from school daily. **Families will be surveyed as to household WiFi and hot spots will be distributed to those students and families in need. District will incur costs of hot spots to ensure all students have WiFi access.*
 - Students will follow the High School/Middle School emergency virtual (remote) school schedule.
 - Students will be responsible for logging into each class period via Google Meet or Zoom.
 - Teachers will provide whole group and small group interactive instruction.

District Breakfast & Lunch Services:

- **Breakfast & Lunch**
 - In the event of District Emergency Closure, Grab and Go Breakfast and Lunch packages will be distributed at 4 locations (Long Branch Middle School, Lenna W. Conrow School, Gregory Elementary School, Holy Trinity School)

Plan Accessibility:

- Plan is posted on district website at this link (**link will be inserted after pending approval*).

Date Plan Was Board Approved:

- *September 28, 2021 (*pending approval)*

Date of Submission to County Office:

- *Date Pending *after BOE approval.*

**Long Branch Public Schools
Emergency Virtual (Remote) School Schedules - 2021/2022 SY**

**All schedules meet the minimum requirement of 4 hours of instruction exclusive of lunch and recess.*

Start Time	End Time	Classroom Activity	Minutes
9:00	9:15	Opening Group Activities	15 minutes
9:15	9:20	Body Movement	5 minutes
9:20	9:35	Whole Group Math	15 minutes
9:35	10:10	Small Groups Math	35 minutes
10:10	10:40	Student Break	30 minutes
10:40	10:55	Whole Group Literacy	15 minutes
10:55	11:30	Small Group Literacy	35 minutes
11:30	12:00	Break	30 minutes
12:00	1:00	Asynchronous Learning	60 minutes

Start Time	End Time	Classroom Activity	Minutes
9:00	9:15	Opening Group Activities	15 minutes
9:15	9:35	Whole Group Literacy	20 minutes
9:35	10:25	Writing	50 minutes
10:30	10:50	Student Break	20 minutes
10:50	11:40	Math	50 minutes
11:40	12:00	SEL	20 minutes
12:00	1:00	Asynchronous and/or Small Group Instruction	60 minutes

Start Time	End Time	Period	Minutes
7:50	8:00	Homeroom & SEL	10 minutes
8:00	9:15	ELA	75 minutes
9:15	9:45	Writing	30 minutes
9:45	11:00	Math	75 minutes
11:00	11:30	Social Studies/Science	30 minutes
11:30	12:00	Special Via Recorded Lesson	30 minutes

Start Time	End Time	Period	Minutes
7:50	8:00	Homeroom & SEL	10 minutes
8:00	9:45	ELA/Writing OR Math/SCI/SS	105 minutes
9:45	11:30	Math/SCI/SS OR ELA/Writing	105 minutes
11:30	12:00	Special via Recorded Lesson	30 minutes

Start Time	End Time	Period	Minutes
8:00	8:20	1	20 minutes
8:25	8:45	2	20 minutes
8:50	9:10	3	20 minutes
9:15	9:35	4	20 minutes
9:40	10:00	5	20 minutes
10:05	10:25	6	20 minutes
10:30	10:50	7	20 minutes
10:55	11:15	8	20 minutes
11:20	11:40	9	20 minutes
11:45	12:00	Homeroom	15 minutes

Start Time	End Time	Class/Subject	Minutes
7:30	8:00	A1	30 minutes
8:00	8:30	A2	30 minutes
8:30	8:35	Break	5 minutes
8:35	9:05	B1/B9	30 minutes
9:05	9:35	B2/C9	30 minutes
9:35	9:40	Break	5 minutes
9:40	10:10	C/D9	30 minutes
10:10	10:40	D/D9	30 minutes
10:45	11:15	E1	30 minutes
11:15	11:45	E2	30 minutes

LONG BRANCH PUBLIC SCHOOLS
Long Branch, New Jersey

POSITION DESCRIPTION

TITLE: Assistant Superintendent for Pupil Personnel Services

QUALIFICATIONS:

1. Minimum of five (5) years successful classroom experience, preferably in the field of Special education
2. Minimum of three (3) years successful principalship and/or central office experience.
3. Experience with Child Study Team and Related Services
4. Experience with Multiple Tiered System of Support and I&RS
5. Experience with Bilingual and ESL programs and services
6. A valid School Administrator's Certification
7. Such alternatives to the above qualifications as the Superintendent may find appropriate and acceptable.

REPORTS TO: Superintendent of Schools

ESSENTIAL FUNCTION:

The Assistant Superintendent for Pupil Personnel Services is responsible for program development, assessment, personnel recommendations, supervision and evaluation, curriculum and program development, in-services program development, budget development and community relations as related to the areas of: Special Education, Special and Related Services, Counseling and School Based Youth Services, Alternative Education, Bilingual Education, and Health and Nursing services.

TERM OF EMPLOYMENT: Twelve-month position

EVALUATION: Evaluated annually by the Superintendent of Schools

RESPONSIBILITIES:

1. Supervises:
 1. Supervisor of Special Education
 2. Special Services Coordinator
 3. Supervisors of Bilingual Education
 4. District Head Nurse/Practitioner
 5. School Based Youth Services Manager
 6. Childcare Program Manager

7. Child Study Teams
 8. Related Service Providers
2. Directs the operation of Child Study Teams, Special Education Programs, School Based Youth Services Program, Special Services Programs, Home Instructional Program, School Health Services, Little Waves Childcare, Speech and Language/Occupational Therapy Program, Alternative Program for Classified Students, Out-of-District Student Placements, Implementation of Individualized Educational Plans, and Bilingual Education Services.
 3. Monitors compliance to state and federal statute and code.
 4. Monitors the Non-Public School Services for handicapped students.
 5. Makes policy and program recommendations.
 6. Responsible for the development and implementation of curriculum and programs.
 7. Responsible for the development and implementation of program assessment and evaluation.
 8. Oversees the district counselor programs and consultation with outreach providers.
 9. Oversees the district's Social and Emotional Learning and Wellness Implementation.
 10. Oversees Alternative Education programs and services for students.
 11. Responsible for the preparation and administration of the Pupil Personnel Services budget.
 12. Act as the district's 504 Compliance Officer.
 13. Performs other duties as may be assigned by the Superintendent of Schools.

PERSONNEL RESPONSIBILITIES:

1. Recruits, screens, interviews and makes recommendations for staff positions in the areas aforementioned.
2. Provides for staff orientation.
3. Organizes, implements, recommends in-service training programs.
4. Directs, supervises and evaluates staff members.
5. Works cooperatively with administrators in the evaluation of Special Education teachers.
6. Schedules and conducts staff meetings.

BUDGET RESPONSIBILITIES:

1. Participates in the development and preparation of the annual district budget for Special Education and Services, Bilingual Education, and Health and Nursing.
2. Monitors and maintains Grants and reimbursable services: IDEA, SEMI, Extra-ordinary Aid and School Based Youth Services.

INSTRUCTIONAL LEADERSHIP AND STUDENT DEVELOPMENT:

1. Provides leadership and assistance in the development of student programs and procedures.
2. Establishes and articulates to students, staff, and parents high expectations for student achievement and monitors on a regular basis to ensure that expectations are met.
3. Plans and directs evaluative services for students through appropriate testing programs and other assessment measures consistent with Federal, State, and local laws, policies, guidelines, goals and objectives.
4. Ensures appropriate placement in those components as assigned programs which are best suited to the abilities and needs of the individual students.
5. Provides leadership for the development and implementation of curriculum and monitors to ensure that a high correlation exists between what is taught and what should be taught as indicated by the student program and individual educational plans.
6. Represents the Child Study Team at Administrative and Board student hearings.

ADMINISTRATION OF REPORTS/GUIDELINES, POLICIES, LAWS:

1. Completes all reports in a neat, accurate, and timely manner.
2. Encourages staff input in the timely completion of required reports.
3. Maintains compliance with State and Federal laws, regulations, guidelines in assigned programs and recommends compliance activities.
4. Demonstrates a broad knowledge of district, State, and Federal guidelines, policies and laws as they related to assigned program and communicates this information to staff, student, parents, and community.

COMMUNITY RELATIONS:

1. Promotes activities which develop a positive image of the program.
2. Identifies, develops and implements plans to utilize community resources.
3. Works cooperatively with community agencies.

4. Participates in public meetings with parents and community members.
5. Insures parental contacts and conferences.
6. Provides consultation to parents and district personnel when appropriate.
7. Develops and implements programs for the Special Education Parent Involvement Committee and the Autism Parent Support Group meetings.
8. Interacts effectively with Administrator/Principals in matters relating to student academic, social, and emotional development.

Board Approved: April 25, 2006
REVISED: April 28, 2009
REVISED: October 11, 2011
REVISED: December 15, 2015
REVISED: September 21, 2021

LONG BRANCH PUBLIC SCHOOLS
Long Branch, New Jersey

JOB DESCRIPTION

TITLE: Assistant Superintendent of Schools

QUALIFICATIONS:

1. A Master's Degree or higher in public school administration.
2. A minimum of five (5) years of proven, successful public school Central Office administrative experience, and prior supervisory experience as a school principal or district coordinator/director.
3. A valid New Jersey School Administrator certificate.
4. Such alternatives to the above qualifications as the Superintendent may find appropriate and acceptable.

REPORTS TO: Superintendent of Schools

SUPERVISES: Staff as assigned by the Superintendent of schools

ESSENTIAL FUNCTION:

The Assistant Superintendent of Schools is responsible for the development of expanded educational programs to provide successful transition of students to the world of work, college or post-secondary education along with coordinating the development of quality before and after school programs.

TERMS OF EMPLOYMENT: Twelve-month position

EVALUATION: Evaluated annually, in writing, by the Superintendent of Schools

PERFORMANCE RESPONSIBILITIES:

1. Develop and implement the HS/College connections through the local community colleges and Universities.
2. Identify committed community partnerships reflective of trades and career readiness as well as potential student internship programs.
3. Research career pathways that are in alignment with local community resources and establish student internship partnerships (ie. Hotel and restaurant management; oceanic and marine biology sciences; environmental studies; transportation careers; entrepreneurship and small business management).
4. Identify future courses to reflect the committed community partnerships as well as the results of the student interest surveys.

5. Develop after school enrichment programs to support student success reflective of career readiness and life skills (standard 9).
6. Develop Endorsements and certification areas for students (i.e. expand medical, hospitality, audio/visual/technology media) to reflect course options.
7. Solidify community partnerships and outline expectations for job shadowing and internship opportunities.
8. Assist in the management of the operational needs of the district before/after school programs and summer programs (i.e. KLC, STEAM, tutoring programs).
9. Assists with the district's before/after school programs, and summer programs and school related services (i.e. KLC, STEAM, tutoring programs).
10. Assists with the operation of the schools before/after school programs and summer programs and makes recommendations to the Superintendent of Schools for changes as necessary.
11. Provides leadership and guidance in the process of curriculum planning, coordination, assessment and evaluation of the expanded educational opportunities and before/after school programs.
12. Assists in the planning and administration of an effective system for the recruitment, selection, and staff development for professional personnel for the expanded educational opportunities, before/after school programs and summer programs.
13. Develops and administers in-service programs for professional staff based on district priorities for the expanded educational opportunities, before/after school programs and summer programs.
14. Participates in the selection and recommendation for adoption of all instructional materials for the expanded educational opportunities and before/after school programs.
15. Establishes necessary procedures for referral and cooperative planning with other children's services agencies.
16. Maintains liaison with professional, civic, volunteer and other community agencies and groups having an interest in the schools.
17. Performs any other duties as may be assigned by the Superintendent of Schools and/or requested by the Board.

Board approved: April 25, 2006

Board approved: April 28, 2009

Revised: October 11, 2011

Revised: September 29, 2021

LONG BRANCH PUBLIC SCHOOLS
Long Branch, New Jersey

POSITION DESCRIPTION

TITLE: Childcare Program Manager (Little Waves)

QUALIFICATIONS:

1. Bachelor's Degree or higher in Early Childhood Education or related field
2. New Jersey Teacher certification
3. Two or more years' experience in supervisory capacity in a childcare program, preferably with infants and toddlers.
4. Two years' experience working with teen parents or "at risk" families.
5. Such alternatives to the above qualifications as the Board of Education may find appropriate and acceptable.

REPORTS TO: Assistant Superintendent for Pupil Personnel Services

ESSENTIAL FUNCTION:

The program involves two components: Teen Parenting Program and infant and toddler day care for district employees.

To manage and supervise the day-to-day operations and establish and sustain a positive learning environment for children.

Oversee the coordination of education programs that comply with local and federal regulations, ensure that facilities are maintained, manage and support a complement of daycare.

The manager will also work closely with the Offices of SBYS and Guidance to assist district teen parents with parenting skills, child development, and collaborating with agencies to provide comprehensive health, social, vocational, and academic services for the teen parents.

TERMS OF EMPLOYMENT: Twelve-month contractual position

EVALUATION: Evaluated annually by the Assistant Superintendent for Pupil Personnel Services

PERFORMANCE RESPONSIBILITIES:

1. Responsible for ensuring that the center complies with all applicable provisions of N.J.A.C. 10:122.
2. Supervise, train, and evaluate all childcare staff to work with teen parents (when applicable) and infants in a supportive manner.

3. Develop and implement policies and procedures for the day to day operation of the center.
4. Maintain staff attendance to ensure coverage of all groups of children.
5. Maintain child attendance reports.
6. Develop and maintain administrative, staff, parent and children's records, and developmental evaluations.
7. Establish and maintain a staff substitute system.
8. Ensure the development and implementation and evaluation of the center's child activity program.
9. Oversee the Childcare Food Program.
10. Collaborate with the SBYS Manager and the school district's Guidance Supervisor when working with teen parents.
11. Maintain confidentiality on all issues relating to clients, sharing cases in professional consultation only.
12. Set a positive example by maintaining a professional attitude in dealing with clients, parents, and involved students.

Board approved: 1/06/98
REVISED: September 17, 2021

Shared Services Agreement with the Long Branch Housing Authority

Ricky Logan	\$2,000
Jonathan Bassett	\$1,000
Ann Degnan	\$1,000
Jariel Feliciano	\$1,000
Miguel Feliciano	\$1,000
Omar Morales	\$1,000
Gary Vecchione	\$1,000
Jason Zimerla	\$1,000

INTENTION TO RETURN FROM FAMILY/MEDICAL LEAVE OF ABSENCE

LOUISE BERRYHILL, Middle School secretary effective October 4, 2021.

ISABEL CORREA, High School secretary effective December 16, 2021.

ABEL DAZA, George L. Catrambone School custodian effective September 8, 2021.

CHARLETTA FRIDAY, JMF Early Childhood Learning Center instructional assistant effective September 1, 2021.

ALEXANDRA PINEDA-ROMERO, High School custodian effective September 27, 2021.

ANA SANER, High School instructional assistant effective September 27, 2021.

FAMILY/MEDICAL LEAVE OF ABSENCE USING SICK DAYS

SUSETMARIE CARTER, District Parent Community Liaison from August 23, 2021 to September 2, 2021.

DONNA CLAY, A.A. Anastasia School teacher from September 9, 2021 to October 4, 2021.

RACHEL DATRE, Morris Avenue School teacher from September 1, 2021 to October 15, 2021.

ROCHELLE LANGLEY EDWARDS, JMF Early Childhood Learning Center instructional assistant from September 1, 2021 to September 20, 2021.

LENOR LANGAN, A.A. Anastasia School secretary from September 16, 2021 to November 12, 2021.

DANA NOON, Middle School teacher from September 1, 2021 to September 17, 2021.

JESSICA RETTINO, Morris Avenue School teacher from September 1, 2021 to September 27, 2021.

HOWARD WHITMORE, Middle School teacher from September 1, 2021 to October 5, 2021.

KIMBERLY WILLIS, JMF Early Childhood Learning Center teacher from September 8, 2021 to October 7, 2021.

FAMILY/MEDICAL LEAVE OF ABSENCE USING URGENT BUSINESS DAYS

SUSETMARIE CARTER, District Parent Community Liaison from September 3, 2021 to September 8, 2021.

ROCHELLE LANGLEY EDWARDS, JMF Early Childhood Learning Center instructional assistant from September 21, 2021 to September 23, 2021.

DANA NOON, Middle School teacher from September 20, 2021 to September 22, 2021.

JESSICA RETTINO, Morris Avenue School teacher from September 28, 2021 to September 30, 2021.

HOWARD WHITMORE, Middle School teacher from October 6, 2021 to October 8, 2021.

KIMBERLY WILLIS, JMF Early Childhood Learning Center teacher from October 8, 2021 to October 12, 2021.

FAMILY/MEDICAL LEAVE OF ABSENCE USING VACATION DAYS

SUSETMARIE CARTER, District Parent Community Liaison from September 9, 2021 to September 16, 2021.

FAMILY/MEDICAL LEAVE OF ABSENCE USING EXCHANGE DAYS

SUSETMARIE CARTER, District Parent Community Liaison from September 17, 2021 to September 21, 2021.

INTENTION TO RETURN FROM FAMILY/MEDICAL LEAVE OF ABSENCE (Continued)

FAMILY/MEDICAL LEAVE OF ABSENCE USING MINUS SUB PAY DAYS

SUSETMARIE CARTER, District Parent Community Liaison from September 22, 2021 to October 5, 2021.

ROCHELLE LANGLEY EDWARDS, JMF Early Childhood Learning Center instructional assistant from September 24, 2021 to October 7, 2021.

DANA NOON, Middle School teacher from September 23, 2021 to October 6, 2021.

JESSICA RETTINO, Morris Avenue School teacher from October 1, 2021 to October 14, 2021.

FAMILY/MEDICAL LEAVE OF ABSENCE USING MINUS SUB PAY DAYS (Continued)

HOWARD WHITMORE, Middle School teacher from October 11, 2021 to October 22, 2021.

KIMBERLY WILLIS, JMF Early Childhood Learning Center teacher from October 13, 2021 to October 26, 2021.

FAMILY/MEDICAL LEAVE OF ABSENCE USING UNPAID DAYS

SUSETMARIE CARTER, District Parent Community Liaison from October 6, 2021 to October 22, 2021.

ROCHELLE LANGLEY EDWARDS, JMF Early Childhood Learning Center instructional assistant from October 8, 2021 to November 30, 2021.

DANA NOON, Middle School teacher from October 7, 2021 to October 29, 2021.

JESSICA RETTINO, Morris Avenue School teacher from October 15, 2021 to October 22, 2021.

HOWARD WHITMORE, Middle School teacher from October 25, 2021 to November 26, 2021.

KIMBERLY WILLIS, JMF Early Childhood Learning Center teacher from October 27, 2021 to December 15, 2021.

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

DIEGO DE ASSIS, District Social Environment Officer from September 21, 2021 to October 7, 2021.

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

DIEGO DE ASSIS, District Social Environment Officer from October 8, 2021 to October 12, 2021.

REQUEST TO EXTEND FAMILY/MEDICAL LEAVE OF ABSENCE VACATION DAY(S)

DIEGO DE ASSIS, District Social Environment Officer from October 13, 2021 to October 22, 2021.

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

DIEGO DE ASSIS, District Social Environment Officer from October 25, 2021 and October 26, 2021.

REQUEST TO EXTEND FAMILY/MEDICAL LEAVE OF ABSENCE MINUS SUB PAY DAY(S)

DIEGO DE ASSIS, District Social Environment Officer from October 27, 2021 to November 8, 2021.

Monthly HIB Report

Reporting Period - August 26, 2021 - September 25, 2021

Summary:

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

High School

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

PLACEMENT OF STUDENT ON HOME INSTRUCTION (RESIDENTIAL) - 2021-2022

ID#: 20227810

New Hope

PHP: 30 days at a rate of \$550.00 per week = \$2200.00 a month.

ID#: 90850003

Learn Well

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

PLACEMENT OF STUDENTS ON HOME INSTRUCTION - 2021-2022

ID#: 20223350

ID#: 80100153