

LONG BEACH ISLAND BOARD OF EDUCATION  
Long Beach Island, New Jersey  
REGULAR MEETING  
February 21, 2023  
Ethel A. Jacobsen School Media Center  
Executive (Closed) Session 6:00 PM – Regular (Public) Session 6:30 PM

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**PUBLIC MEETING MINUTES**

1. **CALL TO ORDER:** The Board of Education of the Long Beach Island School District, Ocean County, met in the Media Center of the Ethel A. Jacobsen School, 200 South Barnegat Avenue, Surf City, New Jersey on February 21, 2023.

Board President, Colette Southwick, called the meeting to order at 6:30 p.m. and read the following statement:

"This is to advise those present at this meeting of the Board of Education of the Long Beach Island Consolidated School District, in the County of Ocean, that adequate and electronic notice of this meeting was provided in accordance with the Open Public Meetings Act. The notice has been posted in the Board of Education Office, Ethel A. Jacobsen School building and Long Beach Island Grade School building and on the district website. The notice was also mailed to *The Press of Atlantic City*, *Asbury Park Press*, and *The Sandpaper*, and filed with the Municipal Clerks of Barnegat Light, Harvey Cedars, Surf City, Ship Bottom and Long Beach Township."

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**
- |            |                 |                |
|------------|-----------------|----------------|
| Dr. Chung  | Mrs. Linkewich  | Mrs. Southwick |
| Ms. Conway | Mrs. Wasilewski |                |
| Ms. Hagler | Mrs. Hoffacker  |                |

**ABSENT:** Mrs. Raber, Mr. Schragger

**OTHERS PRESENT:** Dr. Peter Kopack, Superintendent  
Mr. Frank Birney, Principal  
Ms. Meghan Lee, School Business Administrator/Board Secretary  
Mr. Dennis McKeever, Esq.

Mrs. Southwick took a moment to recognize Board Member, Mrs. Wasilewski, for her 25 years of service to the Long Beach Island School District. Mrs. Southwick presented her with a certificate and flowers.

4. **SPECIAL PRESENTATIONS:** Micro:bit Presentation and Recognition: Ms. Smith, Ms. Daly and Micro:bit Club students, Paige, Zoe, Jordan and Noah gave a presentation on Micro:bits. The presentation consisted of a PowerPoint Presentation and a hands-on demonstration. The students gave a similar presentation at the New Jersey School Administrators Association TECHSPO Convention in Atlantic City in January. The district's STEAM and PEP programs were also highlighted in the presentation. The students were honored with a certificate. Dr. Kopack thanked the teachers and students for their presentation. He also thanked Ms. McBride, teacher of the Micro:bit Club.
5. **REPORT OF THE SUPERINTENDENT:** Dr. Kopack reported on the following: Family Art Night, EJ Game Nights, after-school Mathletics, after-school Homework Club, ETTC & SRI staff workshop and Professional Development Day on February 17th, SAIL Students Souper Bowl Pep Rally (1,200 food items were donated to St. Francis Food Pantry), upcoming PTA assemblies, PTA meeting on March 6th, all-school dance on March 24th, and spring Spirit Wear sale.

6. **REPORT OF THE PRINCIPAL:** Mr. Birney reported on the following: PreK are working on letters n, o, p, and q, and learning about winter animals; Kindergarten is working on early reading and writing skills and weather and predictions; First Grade are working on writing projects–100 years old and in Social Studies, they are studying the American flag; and Second Grade is learning about branches of the government. He also reported on Valentine's Day, Groundhog Day, Black History Month, President's Day, 100th Day of School, EJ green room–microgreens harvest and taste testing and planting of soilless garden, PE class hockey unit and fitness goals, Art Night (200+ in attendance) and Game Nights were well attended, Souper Bowl and food donation, and upcoming PTA assemblies.
7. **REPORT OF THE PRESIDENT:** None
8. **PUBLIC COMMENT – AGENDA ITEMS ONLY:** None
9. **BOARD CORRESPONDENCE:** None
10. **APPROVAL OF MINUTES**

**Motion by Brielle Hoffacker, second by Kelly Linkewich to approve the following:**

As per the recommendation of the Superintendent:

RESOLVED, THAT THE BOARD OF EDUCATION APPROVE THE MINUTES OF THE FOLLOWING MEETINGS:

January 24, 2023: Regular and Closed Session

Minutes of the closed session meeting will be released to the public when the reasons for nondisclosure no longer exist.

**Upon a roll call vote, motion carried:**

**Regular Session**

Ayes(7): Dr. Chung, Ms. Conway, Ms. Hagler, Mrs. Linkewich, Mrs. Wasilewski, Mrs. Hoffacker, Mrs. Southwick

Nays: 0

Abstain: 0

**Upon a roll call vote, motion carried:**

**Closed Session**

Ayes(6): Ms. Conway, Ms. Hagler, Mrs. Linkewich, Mrs. Wasilewski, Mrs. Hoffacker, Mrs. Southwick

Nays: 0

Abstain(1): Dr. Chung

11. **COMMITTEE REPORTS**

- Personnel: Colleen Conway: No report
- Building/Grounds/Transportation/Finance: Mrs. Southwick reported that the committee met today and discussed the following: sale of school, EJ HVAC, transportation, budget items, and district upgrades.
- Curriculum: Dr. Chung reported that the committee met on February 8th and discussed the following: Kindness, Micro:bits, professional development, i-Ready, curriculum materials, technology, textbooks, middle school preparedness, SAIL Program, parent communication–Back to School Nights, assemblies, upcoming events–field trips, 6th Grade Graduation, and Awards Assembly. The next meeting is March 15th.

- PTA Liaison: Ms. Conway reported that Spirit Wear sales open in March, assemblies are scheduled for February through April including LEAD U, and the all school dance is scheduled for March 24th. Mrs. Linkewich reported that a Dinosaur Rocks assembly has been added to the schedule on April 20th.

12. **PERSONNEL**

**Motion by Brielle Hoffacker, second by Kelly Linkewich to approve the following:**

As per the recommendation of the Superintendent:

A. Substitute Rates

Motion to approve the per hour rate for the following substitute position to align with New Jersey's Minimum Wage change effective January 1, 2023.

Classroom Aide - \$15 (as amended: \$108.75 per day - 7.25 hours)

B. Substitute Personnel

Motion to approve the employment of substitute personnel for the 2022-2023 school year as listed below pending receipt of required paperwork and completion of required substitute orientation:

|                  |                          |
|------------------|--------------------------|
| Danielle Agnello | Teacher/Paraprofessional |
| Alison Bowden    | Teacher/Paraprofessional |

C. Stipend Positions

Motion to approve stipend/XCOMP positions for the 2022/2023 school year with approved timesheets:

- EJ STEM Enrichment Instructors: 2 teachers, 8 hours each @ \$50/hour: Sarah Esarey, Megan Kraus

**Upon a roll call vote, motion carried:**

Ayes(7): Dr. Chung, Ms. Conway, Ms. Hagler, Mrs. Linkewich, Mrs. Wasilewski, Mrs. Hoffacker, Mrs. Southwick

Nays: 0

Abstain: 0

13. **POLICY**

**Motion by Kelly Linkewich, second by Danielle Hagler to approve the following:**

As per the recommendation of the Superintendent:

A. Policy/Regulation Approval

Motion to approve the second reading and adoption of the following new and revised policies and regulations:

1. Policy 0152 Board Officers (Revised)
2. Policy 0161 Call, Adjournment, and Cancellation (Revised)
3. Policy 0162 Notice of Board Meetings (Revised)
4. Policy & Regulation 2423 Bilingual and ESL Education (M) (Revised)
5. Policy 2425 Emergency Virtual or Remote Instruction Program (M) (Revised)
6. Regulation 2425 Emergency Virtual or Remote Instruction Program (M) (New)
7. Policy & Regulation 5200 Attendance (M) (Revised)
8. Policy 5512 Harassment, Intimidation, or Bullying (M) (Revised)

9. Policy 8140 Student Enrollments (M) (Revised)
10. Regulation 8140 Enrollment Accounting (M) (Revised)
11. Policy & Regulation 8330 Student Records (M) (Revised)
12. Regulation 8420.2 Bomb Threats (M) (Revised)
13. Regulation 8420.7 Lockdown Procedures (M) (Revised)
14. Regulation 8420.10 Active Shooter (M) (Revised)

**Upon a roll call vote, motion carried:**

Ayes(7): Dr. Chung, Ms. Conway, Ms. Hagler, Mrs. Linkewich, Mrs. Wasilewski, Mrs. Hoffacker, Mrs. Southwick

Nays: 0

Abstain: 0

**14. BUILDING/GROUNDS/TRANSPORTATION/FINANCE**

**Motion by Brielle Hoffacker, second by Danielle Hagler to approve the following:**

As per the recommendation of the Superintendent:

**A. Financial Reports**

**1. Financial Reports of the Secretary to the Board of Education**

Motion to approve financial reports for the month of January 2023.

- a. Report of the Secretary dated January 31, 2023
- b. Report of the Treasurer dated January 31, 2023

**2. Statement of Cash Balances**

Motion to accept the Statement of Cash Balances for the month of January 2023 which are reconciled with the Board Secretary's Reports by fund for that month.

**3. SBA Certification**

Pursuant to N.J.A.C. 6A:23-2.11 (c) 4, I certify that as of January 2023 no budgetary line item account has been over expended in violation of N.J.A.C. 6A:23-2.11 (b).



\_\_\_\_\_  
Meghan Lee, School Business Administrator

3/14, 2023

**B. Transfers**

Motion to approve the January 2023 transfer report.

**C. Bills List**

Motion to approve the February 2023 Bills List, totaling \$647,721.64

**D. Travel and Training**

Motion to approve the following travel/training expenses.

| Date          | Name              | Position        | Workshop                              | Location | Cost               |
|---------------|-------------------|-----------------|---------------------------------------|----------|--------------------|
| 3/7-5/16/2023 | Brooke Mandarakas | Head Bus Driver | Management & Supervisory Skills       | Virtual  | \$853 registration |
| 2/28/23       | Kim Maschi        | Teacher         | ETTC: Build Equity with Choice Boards | Virtual  | 2 ETTC Hours       |

| Date       | Name            | Position | Workshop                  | Location | Cost                |
|------------|-----------------|----------|---------------------------|----------|---------------------|
| 4/24-28/23 | Mallory Mulcahy | Teacher  | Orton-Gillingham Training | Virtual  | \$1500 registration |

**Upon a roll call vote, motion carried:**

Ayes(7): Dr. Chung, Ms. Conway, Ms. Hagler, Mrs. Linkewich, Mrs. Wasilewski, Mrs. Hoffacker, Mrs. Southwick  
Nays: 0  
Abstain: 0

15. **ANNUAL APPROVALS/CONTRACTS**

**Motion by Kelly Linkewich, second by Brielle Hoffacker to approve the following:**

As per the recommendation of the Superintendent:

- A. Semi Waiver  
Motion to approve submission of a waiver to the County Office of Education for participation in SEMI for the 2023-2024 school year. The waiver is for 40 students or fewer and the current projection of eligible students in the Long Beach Island School District is 12. SEMI is a federal reimbursement program through Medicaid for special education students who receive Medicaid. A waiver will protect against noncompliance for QSAC.

**Upon a roll call vote, motion carried:**

Ayes(7): Dr. Chung, Ms. Conway, Ms. Hagler, Mrs. Linkewich, Mrs. Wasilewski, Mrs. Hoffacker, Mrs. Southwick  
Nays: 0  
Abstain: 0

16. **EDUCATIONAL**

**Motion by Brielle Hoffacker, second by Kelly Linkewich to approve the following:**

As per the recommendation of the Superintendent:

- A. HIB Report  
Motion to accept the Harassment, Intimidation and Bullying report as presented in Executive Session.

Number of Incidents: 1 HIB alleged, not confirmed as HIB

**Upon a roll call vote, motion carried:**

Ayes(7): Dr. Chung, Ms. Conway, Ms. Hagler, Mrs. Linkewich, Mrs. Wasilewski, Mrs. Hoffacker, Mrs. Southwick  
Nays: 0  
Abstain: 0

17. **UNFINISHED/NEW BUSINESS**

**Motion by Brielle Hoffacker, second by Danielle Hagler to approve the following:**

Motion to approve tabling the following Purchase Agreement Addendum.

**Upon a roll call vote, motion carried:**

Ayes(7): Dr. Chung, Ms. Conway, Ms. Hagler, Mrs. Linkewich, Mrs. Wasilewski, Mrs. Hoffacker,  
Mrs. Southwick  
Nays: 0  
Abstain: 0

A. **(TABLED) Purchase Agreement Addendum**

**WHEREAS** the Long Beach Island Board of Education is the owner of certain real property which is part of Block 48, Lot 1 on the Tax Map of the Borough of Ship Bottom, County of Ocean and state of New Jersey, known as the Long Beach Island Grade School ("Property"); and

**WHEREAS** N.J.S.A. 18A:20-5 authorizes a board of education to sell real property owned by a board of education and may set a minimum price and conditions for the sale; and

**WHEREAS** the Board approved the sale of the Property on September 20, 2022 to Michael Pagnotta Architecture P.C; and

**WHEREAS** the Board and Michael Pagnotta Architecture P.C. have negotiated an Addendum to the Contract of Sale; and

**RESOLVED** The Long Beach Island Board of Education approves the Addendum to the Real Estate Purchase Agreement by and between the Board and Michael Pagnotta Architecture P.C.

**ADOPTED** this the 21st day of February 2023, at a properly constituted meeting of the Long Beach Island Board of Education by a roll call majority vote of its full membership.

18. **ANNOUNCEMENTS**

A. **Dates to Remember**

|                      |                                                                                                                         |
|----------------------|-------------------------------------------------------------------------------------------------------------------------|
| February 22:         | Washington's Birthday<br>After-School Academy for Kindergarten & Grade 2<br>After-School Homework Club for Grades 4 & 6 |
| February 23:         | After-School Academy for Grades 1 & 2<br>After-School Homework Club for Grades 3 & 5                                    |
| February 24:         | L.E.A.D. for Grade 5                                                                                                    |
| February 27:         | Mathletics for PK & K<br>After-School Academy for Grade 1                                                               |
| February 27-March 3: | Read Across America Week & Theme Week                                                                                   |
| February 28:         | After-School Academy for Kindergarten<br>Mathletics for Grades 1 & 2<br>LBI Math Night for Grades 3 & 4                 |
| March 7-9:           | Parent/Teacher Conferences - Early Dismissal                                                                            |
| March 14:            | BOE Meeting, EJ School (Preliminary Budget Review), 6:30 p.m.                                                           |

19. **PUBLIC COMMENT:** Members of the public commented, asked questions on the following topics:

- Tabled Purchase Agreement Addendum

20. **Motion by Brielle Hoffacker, second by Kelly Linkewich to approve the following:**

As per the recommendation of the Superintendent:

**RESOLUTION:** Resolved that the Board of Education will open its next scheduled meeting on March 14, 2023, at 6:00 p.m. in the Media Center of the Ethel A. Jacobsen School, 200 South Barnegat Avenue, Surf City, NJ in Executive Session for matters of Attorney/Client Privilege, Negotiations, Student Issues, and Personnel and will suspend opening activities, including the Pledge of Allegiance and reading of Adequate Notice of Meeting, until the Board opens in Public Session at 6:30 p.m. In accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., as amended by P.L.2020, c.11, and Section 8, c. 34 (N.J.S.A. 52:27D-18.11) the Board may conduct a public meeting remotely by electronic means during a state of emergency so long as reasonable public notice and provision for public input is made under the circumstances.

**Upon a roll call vote, motion carried:**

Ayes(7): Dr. Chung, Ms. Conway, Ms. Hagler, Mrs. Linkewich, Mrs. Wasilewski, Mrs. Hoffacker, Mrs. Southwick

Nays: 0

Abstain: 0

21. **EXECUTIVE SESSION #2 (If Needed):** The Board did not return to Executive Session.

22. **ADJOURNMENT**

At 7:03 p.m., a motion was made by Brielle Hoffacker, second by Kelly Linkewich to adjourn. All in favor.

Respectfully Submitted,



Kathy Sheplin  
Assistant to the Board Secretary