

LONG BEACH ISLAND BOARD OF EDUCATION
Long Beach Island, New Jersey
REGULAR MEETING
May 16, 2023
Ethel A. Jacobsen School Media Center
Executive (Closed) Session 6:00 PM – Regular (Public) Session 6:30 PM

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 May 16, 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**
- | | | |
|------------|----------------|-----------------|
| Ms. Conway | Mrs. Linkewich | Mrs. Wasilewski |
| Ms. Hagler | Mrs. Raber | Mrs. Hoffacker |
| | Mr. Schragger | Mrs. Southwick |

ABSENT: Dr. Chung

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

4. **REPORT OF THE SUPERINTENDENT:** Dr. Kopack thanked everyone for attending the meeting and reported on the following: Thank you to the PTA for Staff Appreciation events, field trips, assemblies, graduation, EJ performance of "Moosical," reported that the LBI School District ranked 8th in the county and 4th in elementary schools for NJSLA scores, 2nd grade orientation, and summer programs.
5. **REPORT OF THE PRINCIPAL:** Mr. Birney reported on the following: PreK is working on dramatic plan and lowercase letters n-z; Kindergarten is working on consonant words and vowels, First grade is working on a 26 day tour of the alphabet, Second grade are working on persuasive writing, thanked the PTA for Staff Appreciation, thanked all for tremendous support and attendance for the EJ Spring Program, "Barnyard Moosical," and reported that Field Day is May 19th.
6. **REPORT OF THE PRESIDENT:** Mrs. Southwick thanked everyone for attending the meeting.
7. **PUBLIC COMMENT – AGENDA ITEMS ONLY:** Members of the public commented, asked questions on the following topics: None
8. **BOARD CORRESPONDENCE:** None

9. **APPROVAL OF MINUTES**

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

As per the recommendation of the Superintendent:

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

April 25, 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:

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

Nays(2): Mr. Schragger, Mrs. Wasilewski

Abstain: 0

10. **COMMITTEE REPORTS**

- PTA Liaison: Colleen Conway reported on Staff Appreciation Week events, 6th grade trip to Great Adventure, Field Day on May 19th (volunteers needed), 6th grade trip to Fantasy Island, next meeting is June 6th @ 4 p.m. at Woodies (committee chairs and volunteers needed for 2023/24 school year.

11. **PERSONNEL**

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

As per the recommendation of the Superintendent:

- A. Principal/Supervisor of Special Education
Motion to approve the employment contract of Francis Birney, Principal/ Supervisor of Special Education, at the annual salary of \$140,980 for the period of July 1, 2023, to June 30, 2024.
- B. School Business Administrator Contract
Motion to approve the employment contract of Meghan Lee, School Business Administrator/Board Secretary, at the annual salary of \$123,000 for the period of July 1, 2023, to June 30, 2024, as approved by the Executive County Superintendent.
- C. Educational Facilities Manager Contract
Motion to approve the employment contract of Mark Bish, Educational Facilities Manager, at the annual salary of \$77,500 prorated for the period of July 17, 2023, to June 30, 2024, pending receipt of required paperwork
- D. Summer Positions
Motion to approve summer 2023 stipend/XCOMP employment, pending enrollment if applicable as follows (Submission of approved timesheets required.):
- **EJ Music Program** (Tentative dates: August 7-10, 2023 from 8-12): 1 teacher, 4 days, 4 hrs. each day at a stipend of \$800: Tim Cotov
 - **Professional Development:** 2 teachers, 4 hours each at a stipend of \$200 each to plan and implement a professional development session for the first day back for staff on August 30 or 31: Julie Oldham, Lauren Rothstein

- **Summer ESY:** 1 Teacher, Monday- Thursday, July 10-August 3 from 8:30 am-12:30 pm., 16 days, 4 hours each day at a stipend of \$3,200: Amy Aurelio
- **Summer ESY:** 1 Paraprofessional, Monday-Thursday, July 10-August 3 from 8:30 am-12:30 pm, 16 days, 4 hours each day at a stipend of \$960: Debra Cifone
- **Fundamentals (Basic Skills):** 2 teachers, Monday - Thursday, July 10 - August 3, 8:30 a.m. - 12:30p.m. 16 days, 4 hrs. each day at a stipend of \$3,200: Megan Kraus

E. Health Benefits Waiver

Motion to approve a health benefits waiver for full-time employees that can provide documentation that they are insured by another provider. Payment may not be more than 25% of the amount saved by the employer because of the waiver or \$5,000, whichever is less. (In accordance with P.L. 2007, C.92 and P.L. 2010, C.2)

F. Annual Stipends

Motion to approve annual stipends for the 2023-2024 school year as follows:

- ASSA Report Submission - Joanne Miller \$ 300
- Black Seal License, (3 @ \$600 each) \$1,800
- Garden Coordinator - EJ, Bianca Aniski \$1,200
- Webmaster - Bianca Aniski \$1,000
- Garden Coordinator – Karen Beetel \$1,200
- Hydroponic Garden Coordinator - Lauren Rothstein \$1,200
- NJSLS Technology Coordinator - Shelley Smith \$1,500
- NJSLS Testing Coordinator - Julie Oldham \$1,500
- Spanish Translators - Rosa Warfel, Jackie Ramilo
as needed not to exceed \$ 250
- Head Bus Driver - Brooke Mandarakas \$1,500

G. ESSER BSI Pilot Program

Motion to approve the employment of the following teachers for the ESSER Basic Skills Instruction Pilot Program for the 2023-2024 school year at the salaries listed below:

Robin Tilton	\$84,204 (Step 14 MA)
Amy Aurelio	\$32,677 (Step 3 MA)

H. Leave of Absence Revision

Motion to approve revised leave of absence dates for employee #4409, beginning April 25, 2023 through May 15, 2023. The employee will use FMLA.

I. 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:

Marie Kelly Teacher

J. Employment of Personnel

Motion to employ personnel from July 1, 2022 through June 30, 2023, as listed.

Jennifer Hendrickson, Paraprofessional	\$14,336.09
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Mrs. Southwick introduced and welcomed Mr. Bish.

Upon a roll call vote, motion carried:

Ayes(7): Ms. Conway, Ms. Hagler, Mrs. Linkewich, Mrs. Raber, Mrs. Wasilewski, Mrs. Hoffacker,
Mrs. Southwick
Nays(1): Mr. Schragger
Abstain: 0

12. POLICY

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

As per the recommendation of the Superintendent:

A. Policy/Regulation Approval

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

1. Policy 0144 Board Member Orientation and Training (Revised)
2. Policy & Regulation 2520 Instructional Supplies (M) (Revised)
3. Policy 3217 Use of Corporal Punishment (Revised)
4. Policy 4217 Use of Corporal Punishment (New)
5. Policy 5305 Health Services Personnel (M) (Revised)
6. Policy & Regulation 5308 Student Health Records (M) (Revised)
7. Policy & Regulation 5310 Health Services (M) (Revised)
8. Policy 6112 Reimbursement of Federal and Other Grant Expenditures (M) (Revised)
9. Regulation 6115.01 Federal Awards/Funds Internal Controls – Allowability of Costs (M) (New)
10. Policy 6115.04 Federal Funds – Duplication of Benefits (M) (New)
11. Policy 6311 Contracts for Goods or Services Funded by Federal Grants (M) (Revised)
12. Policy 7440 School District Security (M) (Revised)
13. Policy 9100 Public Relations (Abolished)
14. Policy 9140 Citizens Advisory Committees (Revised)

Upon a roll call vote, motion carried:

Ayes(7): Ms. Conway, Ms. Hagler, Mrs. Linkewich, Mrs. Raber, Mrs. Wasilewski, Mrs. Hoffacker,
Mrs. Southwick
Nays(1): Mr. Schragger
Abstain: 0

13. BUILDING/GROUNDS/TRANSPORTATION/FINANCE

Motion by Kristy Raber, second by Brielle Hoffacker to approve the following:

As per the recommendation of the Superintendent:

A. Financial Reports

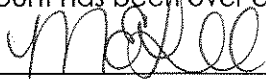
1. Financial Reports of the Secretary to the Board of Education
Motion to approve financial reports for the month of April 2023.
 - a. Report of the Secretary dated April 30, 2023
 - b. Report of the Treasurer dated April 30, 2023

2. Statement of Cash Balances

Motion to accept the Statement of Cash Balances for the month of April 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 April 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

6/21, 2023

B. Transfers

Motion to approve the April 2023 transfer report.

C. Bills List

Motion to approve the May 2023 Bills List, totaling \$529,176.93

D. Travel and Training

Motion to approve the following travel/training expenses.

Date	Name	Position	Workshop	Location	Cost
6/10/23	Bianca Aniski	Nurse	BLS Recertification	Hamilton Twp.	\$55.15 registration Mileage

E. Use of Facilities

Motion to approve use of facilities as follows, pending receipt of certificate of insurance:

1. Surf City Taxpayers Association "Meet the Mayor" meeting, EJ Gym, June 24, 2023, from 8:30 a.m. to 11:30 a.m. A fee of \$41/hour will be charged for services extending beyond scheduled custodial shift.

Upon a roll call vote, motion carried:

Items A, B, D, E

Ayes(8): Ms. Conway, Ms. Hagler, Mrs. Linkewich, Mrs. Raber, Mr. Schragger, Mrs. Wasilewski,
Mrs. Hoffacker, Mrs. Southwick

Nays: 0

Abstain: 0

Upon a roll call vote, motion carried:

Item C

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

Nays(1): Mr. Schragger

Abstain: 0

14. **ANNUAL APPROVALS/CONTRACTS**

Motion by Brielle Hoffacker, second by Kristy Raber to approve the following:

As per the recommendation of the Superintendent:

A. Special Education Services

Motion to approve the following Special Education Services for the 2023-2024 school year:

- Learning Disabilities Teacher-Consultant (LDT-C), Valerie Cericola (V&C Educational Consultants, LLC), \$445/day, not to exceed \$18,000.00
- Brett DiNovi & Associates, Behavioral Therapist, \$135 per hour
- Occupational Therapist (OT), Wendy Warner, \$84 per hour
- School Psychologist, Theresa Strunk, \$445 per day, not to exceed \$18,000
- Physical Therapist, Shared Service with Little Egg Harbor, Michelle Fontana \$90.00 per hour

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain(1): Mr. Schragger

15. **PROFESSIONAL APPOINTMENTS**

Motion by Brielle Hoffacker, second by Kristy Raber to approve the following:

As per the recommendation of the Superintendent:

A. Appointment of Auditor

WHEREAS, there exists a need for auditing service; and,

WHEREAS, funds are available for this purpose;

NOW, THEREFORE, BE IT RESOLVED by the Long Beach Island Board of Education that Holman Frenia Allison, P.C., Certified Public and Licensed Accounting firm for the State of New Jersey is hereby appointed to conduct auditing services from July 1, 2023, to June 30, 2024, not to exceed \$26,225.

Upon a roll call vote, motion carried:

Ayes(8): Ms. Conway, Ms. Hagler, Mrs. Linkewich, Mrs. Raber, Mr. Schragger, Mrs. Wasilewski, Mrs. Hoffacker, Mrs. Southwick

Nays: 0

Abstain: 0

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

B. Appointment of Attorney

WHEREAS, there exists a need for legal service; and,

WHEREAS, funds are available for this purpose;

NOW, THEREFORE, BE IT RESOLVED by the Long Beach Island Board of Education that Cornell, Merlino, McKeever & Osborne, LLC, Licensed Legal firm for the State of New Jersey is hereby appointed to conduct legal services from July 1, 2023, to June 30, 2024, at the hourly rate of \$170.

Upon a roll call vote, motion carried:

Ayes(6): Ms. Hagler, Mrs. Linkewich, Mrs. Raber, Mrs. Wasilewski, Mrs. Hoffacker, Mrs. Southwick
Nays(1): Mr. Schragger
Abstain(1): Ms. Conway

Motion by Kristy Raber, second by Brielle Hoffacker to approve the following:

C. Appointment of Architect of Record

WHEREAS, there exists a need for architectural services; and,

WHEREAS, funds are available for this purpose;

NOW, THEREFORE, BE IT RESOLVED by the Long Beach Island Board of Education that Spiezle Architectural Group, Inc., Licensed Architectural firm for the State of New Jersey is hereby appointed as the Architect of Record from July 1, 2023, to June 30, 2024, at the hourly rate of \$190.

Upon a roll call vote, motion carried:

Ayes(7): Ms. Conway, Ms. Hagler, Mrs. Linkewich, Mrs. Raber, Mrs. Wasilewski, Mrs. Hoffacker, Mrs. Southwick
Nays(1): Mr. Schragger
Abstain: 0

Motion by Brielle Hoffacker, second by Kristy Raber to approve the following:

D. Appointment of Special Counsel - Condemnation, Zoning, Land Use & Related Advice

Whereas, there exists a need for Special Counsel and,

Whereas, funds are available for this purpose;

NOW, THEREFORE, BE IT RESOLVED, by the Long Beach Island Board of Education that, Carlin & Ward, Licensed Legal firm for the state of New Jersey is hereby appointed to conduct legal services from July 1, 2023 through June 30, 2024 related to the disposition of the Long Beach Island Grade School Property at a blended hourly rate of \$275.00.

Upon a roll call vote, motion carried:

Ayes(7): Ms. Conway, Ms. Hagler, Mrs. Linkewich, Mrs. Raber, Mrs. Wasilewski, Mrs. Hoffacker, Mrs. Southwick
Nays(1): Mr. Schragger
Abstain: 0

16. **ANNOUNCEMENTS**

A. School Board Election 2023

The following seats will be available in the fall: Danielle Hagler, Long Beach Township, Stephanie Chung, Ship Bottom, and Kelly Linkewich, Surf City. The deadline for filing petitions is Monday, July 31, 2023, at 4 p.m. at the Office of the County Clerk. The Annual School Election will be held on November 7, 2023.

B. Dates to Remember

May 17: NJSLA – 5th Grade Science Testing in the AM
After-School Band for Grades 4, 5 & 6

- May 18: Grade 5 to The Mainland & Bowling
Girl Scout Meeting
After-School Chorus for Grades 3, 4, 5 & 6
- May 19: EJ & LBI Field Day @ EJ – rain date: 6/2
- May 22: NJSLA – 3rd Grade Testing in the AM
Grade 4 to Allaire State Park
SRMS Sports & Academics presentation for Grade 6
- May 23: Grade 2 to Cape May Zoo
NJSLA – 3rd Grade Testing in the AM
After-School Chorus for Grades 3, 4, 5 & 6
- May 24: NJSLA – 3rd Grade Testing in the AM
Grade 1 to Cold Springs Village
LBI Dress Rehearsal in the PM
LBI Spring Concert, 5 p.m
- May 25: NJSLA – 3rd Grade Testing in the AM
Kindergarten Classes to Storybook Land
After-School Ukulele for Grades 4, 5 & 6
- May 26: NJSLA – 3rd Grade Testing in the AM
Early Dismissal
- May 29: SCHOOL CLOSED – MEMORIAL DAY
- May 30: After-School Band for Grades 4, 5 & 6
- May 31: PK ½ Class to Ship Bottom Park
After-School Ukulele for Grades 4, 5 & 6
- June 6: PTA Meeting, 4 p.m.
- June 20: Board of Education Meeting, EJ School, 6:30 p.m.

C. Donation

The Long Beach Island School District is donating five cafeteria tables to Lighthouse Christian Academy.

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

- Thank you to PTA and BOE for Staff Appreciation Week events
- Spring concert scheduling/NJSLA Testing

18. **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 (Executive Session) on June 20, 2023, at 6:00 p.m. in the Media Center of the Ethel A. Jacobsen School, 200 South Barnegat Avenue, Surf City, NJ 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(8): Ms. Conway, Ms. Hagler, Mrs. Linkewich, Mrs. Raber, Mr. Schragger, Mrs. Wasilewski,
Mrs. Hoffacker, Mrs. Southwick

Nays: 0

Abstain: 0

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

20. **ADJOURNMENT**

At 6:50 p.m., a motion was made by Kelly Linkewich, second by Kristy Raber to adjourn. All in favor.

Respectfully Submitted,



Kathy Sheplin
Assistant to the Board Secretary