LONG BEACH ISLAND BOARD OF EDUCATION
Long Beach Island, New Jersey
REGULAR MEETING
January 25, 2022
Long Beach Island Grade School Media Center
Executive (Closed) Session 6:30 PM – Regular (Public) Session 7:00 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 Long Beach Island Grade School, 201 20th Street, Ship Bottom, New Jersey on January 25, 2022.

   Board President, Colette Southwick, called the meeting to order at 7:00 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. Hoffacker	Mrs. Southwick
Ms. Conway	Mr. Schragger	
Ms. Hagler	Mrs. Raber	

   ABSENT: Mrs. Linkewich, Mrs. Wasilewski

   OTHERS PRESENT: Dr. Peter Kopack, Superintendent
   Mr. Frank Birney, Principal
   Ms. Chris Kelly, School Business Administrator/Board Secretary
   Ms. Meghan Lee, Assistant BA
   Mr. Anthony Sciarrillo, Esq.

4. **SPECIAL PRESENTATIONS**
   A. Jerry Conaty and Richard DiNapoli from Holman Frenia Allison, P.C. presented the Draft 2020/2021 Comprehensive Annual Financial Report and Auditors' Management Report. There were no findings or recommendations. He reported that they are waiting on state reports and will incorporate that information into the audit when received. He noted that this information will not change the audit. The Board did not have any questions. Mr. Conaty thanked Ms. Kelly and Ms. Lee for their cooperation throughout the audit process.

5. **REPORT OF THE SUPERINTENDENT:** Dr. Kopack thanked everyone for attending the meeting and reported on the following: after-school programs and evening events - rolling them out in February, following attendance - it is trending in the right direction, thanked teachers, staff, administration, and BOE for their cooperation over the past 2 years, PTA meeting is scheduled for February 14th, i-Ready Assessment window is January 24th - February 17th - assessment data to be shared in the next couple of months, 3rd grade is learning about electricity and magnetism, 4th grade - multi-digit multiplication and long division, 5th grade - The Wave of News, LBI School newspaper, snow day, and 6th grade transition to SRMS and use of the lockers are going well.

6. **REPORT OF THE PRINCIPAL:** Mr. Birney reported on the following: schedules tweaked after the break, prime time with students-now through spring break, PreK - winter theme, letter sounds O-R; Kindergarten - phonics and letter sounds, and reading groups; 1st grade - geography of earth; weather/seasons; 2nd grade researched and started writing assignments on animal houses, and PE - unit on hockey, 4 corner activities, and pull-up challenge.

7. **REPORT OF THE PRESIDENT:** Ms. Southwick thanked everyone for their support.

8. **PUBLIC COMMENT – AGENDA ITEMS ONLY:** Members of the public commented, asked questions on the following topics:

- Monthly enrollment
- Choice Students
- Substitute Teacher

9. **BOARD CORRESPONDENCE -** None

10. **APPROVAL OF MINUTES**

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

As per the recommendation of the Superintendent:

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

December 14, 2021:	Regular and **Closed Session (Tabled)**
January 4, 2022:	Regular Session (Reorganization)

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

Mr. Schragger asked if the Closed Session minutes from December 14th were approved for release by Mr. Sciarrillo. Mr. Sciarrillo said he did not have a chance to review them and suggested tabeling their approval until the February meeting.

Upon a roll call vote, motion carried:
(December 14th Regular Session and January 4th Regular Session)
Ayes(6): Dr. Chung, Ms. Conway, Ms. Hagler, Mrs. Hoffacker, Mrs. Raber, Mrs. Southwick
Nays(1): Mr. Schragger
Abstain: 0

11. **COMMITTEE REPORTS**

- Negotiations: Marilyn Wasilewski - no report
- Personnel: Stephanie Chung: Ms. Kelly reported that the committee met on January 13th and discussed the following: Special Ed bus driver, transportation aides, increase in minimum wage, retirement, and leaves of absence.
- Policy: Danielle Hagler - No report
- Building/Grounds/Transportation/Finance: Kristy Raber - Mr. Schragger asked if there was meeting tonight. Mr. Sciarrillo stated that an update was given to the Finance Committee at 6:15 p.m. and the same information was reported to the Board in Executive Session.
- Curriculum: Brielle Hoffacker - Dr. Kopack reported that the committee will meet on February 9th at 3:30 p.m.
- Public Relations: Dr. Kopack reported that an article was sent to *The Sandpaper.*
- PTA Liaison: Kelly Linkewich - no report

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

As per the recommendation of the Superintendent:

School Board Recognition Month in New Jersey
WHEREAS, The New Jersey School Boards Association has declared January 2022 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members; and

WHEREAS, The Long Beach Island Board of Education is one of 580 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and

WHEREAS, The Long Beach Island Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey's local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it

RESOLVED, That the Long Beach Island Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2022 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RESOLVED, That the Long Beach Island Board of Education urges all New Jersey citizens to work with their local boards of education and public school staff toward the advancement of our children's education.

Upon a roll call vote, motion carried:

Ayes(7): Dr. Chung, Ms. Conway, Ms. Hagler, Mrs. Hoffacker, Mr. Schragger, Mrs. Raber, Mrs. Southwick
Nays: 0
Abstain: 0

13. **PERSONNEL**

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

As per the recommendation of the Superintendent:

A. Leave of Absence
Motion to approve an unpaid leave of absence for employee #4274 on February 7 - 11th 2022.

B. Change of Hours and Salary
Motion to approve a change in hours for Paul Scholey, bus driver, from 5 to 6 per day and change in salary from $21,612.50 to $25,935 for the 2021-22 school year. Benefits are not included. (Additional hours to cover the mid-day bus run.)

C. Substitute Personnel
Motion to approve the employment of substitute personnel for the 2021-2022 school year as listed below pending receipt of required paperwork and completion of required substitute orientation:

William Baker	Bus Driver (former substitute in the district)
Julie Christman	Teacher
Zoe Deakyne	Teacher

D. Bus Driver
Motion to approve the employment of Elizabeth Dolly as a special education bus driver for the 2021-2022 school year (or until such a time as the run is not necessary), 4 hours per day at the hourly rate of $21. Benefits are not included.

E. Transportation Aides
Motion to approve the employment of the following transportation aides for the 2021-2022 school year, (or until such a time as the run is not necessary), 2 hours each per day at the hourly rate of $14.70. Benefits are not included:

Jeanne Mauermeyer (PM run)
Lavinia Schiavone (AM run)

F. Substitute Rates
Motion to approve the per hour rate for the following substitute positions to align with New Jersey's Minimum Wage change effective January 1, 2022.

Classroom Aide - $13.10 ($95 per day - 7.25 hours)
Secretaries - $13.00

G. Letter of Intent to Retire
Motion to accept a letter of intent to retire from, Marilyn Yates, Payroll/Health Benefits/Personnel Coordinator, effective July 1, 2022. Mrs. Yates has been employed by the district since 2005.

H. Leave of Absence
Motion to approve an unpaid leave of absence for employee #4166 on February 28, and March 1-4, 2022.

I. Leave of Absence
Motion to approve an unpaid leave of absence for employee #4491 on March 1, 2022.

Mrs. Southwick congratulated new substitutes.

Upon a roll call vote, motion carried:
Ayes(7): Dr. Chung, Ms. Conway, Ms. Hagler, Mrs. Hoffacker, Mr. Schragger, Mrs. Raber, Mrs. Southwick
Nays: 0
Abstain: 0

14. **POLICY**

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

As per the recommendation of the Superintendent:

A. Policy/Regulation Approval
Motion to approve the second reading and adopt following new and revised policies and regulation:

1. Policy 1648.14 Safety Plan for Healthcare Settings in School Buildings - COVID-19 (M) (New)

2. Policy and Regulation 5751 Sexual Harassment of Students (M) (Revised)

Upon a roll call vote, motion carried:
Ayes(6): Dr. Chung, Ms. Conway, Ms. Hagler, Mrs. Hoffacker, Mrs. Raber, Mrs. Southwick
Nays(1): Mr. Schragger
Abstain: 0

15. **BUILDING/GROUNDS/TRANSPORTATION/FINANCE**

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

As per the recommendation of the Superintendent:

A. June 30, 2021 Draft Annual Comprehensive Annual Report
WHEREAS, the Governmental Accounting Standards Board (GASB) issued Statement #72 that affected the issuance of the Final June 30, 2021 Independent Auditor's Report, and

WHEREAS, the GASB #72 requires the Annual Comprehensive Financial report to contain Other Post-employment Benefits other than Pensions (Medical and Health) information, and

WHEREAS, on October 27, 2021 the Governor of New Jersey signed P.L.2021, c.256 (S3881/A5834), extending the required completion date for the 2020-2021 Annual Comprehensive Financial Report (ACFR) (formerly the "Comprehensive Annual Financial Report") to January 31, 2022 because the required GASB #72 information was not readily available by the New Jersey Division of Pensions and Benefits, and

WHEREAS, The completed ACFR must now be submitted to the New Jersey Department of Education no later than February 5, 2022, and

WHEREAS, The firm of Holman, Frenia and Allison (HFA), completed the audit in all material respects on December 31, 2021, and

WHEREAS, On January 25, 2022, HFA delivered to the Long Beach Island Board of Education the draft Annual Comprehensive Financial Annual report with the related Report on Findings and Recommendations, and

WHEREAS, District Administration and HFA expect to receive the necessary information from the New Jersey Division of Pensions and Benefits in the coming weeks, and

WHEREAS, District Administration and HFA do not expect the forthcoming New Jersey Division of Pensions and Benefits information will result in any material modifications to the draft Annual Comprehensive Financial Report nor the Report of Findings and Recommendations, and

NOW THEREFORE IT BE RESOLVED THAT, The Long Beach Island Board of Education accept and approve the draft Annual Comprehensive Financial Report report as materially complete, and

BE IT FURTHER RESOLVED, the Long Beach Island Board of Education will affirm the approval of the Annual Comprehensive Financial Report and Independent Auditor's Report on Findings and Recommendations upon receipt of the necessary GASB #72 information from the New Jersey Division of Pensions and Benefits provided the information does not materially alter the content of the report delivered to the Board on January 25, 2022.

Ms. Kelly explained the motion is referencing Mr. Conaty's presentation and delays in state information and protects the Board due to state delays. Mr. Sciarrillo stated that the Board will affirm this in the future.

Upon a roll call vote, motion carried:

Ayes(7): Dr. Chung, Ms. Conway, Ms. Hagler, Mrs. Hoffacker, Mr. Schragger, Mrs. Raber, Mrs. Southwick
Nays: 0
Abstain: 0

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

As per the recommendation of the Superintendent:

B. Financial Reports

1. Financial Reports of the Secretary to the Board of Education
   Motion to approve financial reports for the month of December 2021.

   a. Report of the Secretary dated December 31, 2021
   b. Report of the Treasurer dated December 31, 2021

2. Statement of Cash Balances
   Motion to accept the Statement of Cash Balances for the month of December 2021 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 December 2021 no budgetary line item account has been over expended in violation of N.J.A.C. 6A:23-2.11 (b).

   Chris Kelly, School Business Administrator — Feb 17, 2022

C. Transfers
Motion to approve the December 2021 transfer report.

D. Bills List
Motion to approve the January 19, 2022 Bills List, totaling $283,544.63

E. Travel and Training
Motion to approve the following travel/training expenses.

Date	Name	Position	Workshop	Location	Cost
1/24/22	Julie Oldham	School Counselor	McKinney-Vento Liaison Credentialing Program	Virtual	None
1/31/22 2/25/22	Julie Oldham Shelley Smith	NJSLA Test Coordinator NJSLA Technology Coordinator	NJSLA Test Coordinator Mandatory Training for spring NJSLA	Virtual	None
2/2/22	Lisa Boyd	Teacher	SRI & ETTC Fundations Virtual Launch	Virtual	12 ETTC Hours
2/7, 2/14, 2/21, 2/28	Brooke Mandarakas	Bus Driver	Transportation: Emergency Management	Virtual	$390

F. Field Trip
Motion to approve the following field trip:

Date	Grade	Destination	Teacher in Charge	Trip Objective	Cost
4/8/22	6th	St. Francis Aquatic Center	Ms. McBride	ROV Club STEAM Showcase	74.18

G. Use of Facilities
Motion to approve use of facilities as follows, pending receipt of certificate of insurance:

1. Girl Scout Troop #60279, EJ School Media Center/outdoor area(weather permitting), first Thursday of the month and 3rd Thursday as needed from 3-5 p.m. for troop meetings,

Upon a roll call vote, motion carried:
Ayes(6): Dr. Chung, Ms. Conway, Ms. Hagler, Mrs. Hoffacker, Mrs. Raber, Mrs. Southwick
Nays(1): Mr. Schragger
Abstain: 0

16. **ANNUAL APPROVALS/CONTRACTS**

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

As per the recommendation of the Superintendent:

A. **(Withdrawn)** 2022/2023 School Calendar
Motion to approve the 2022/2023 school calendar as presented. (see enclosed)

B. Anti-Bullying Bill of Rights Act Self-Assessment 2020-2021
Motion to approve the submission of the School Self-Assessment for Determining Grades under the *Anti-Bullying Bill of Rights Act* July 1, 2020 to June 30, 2021 to the Department of Education for the Ethel Jacobsen School and the Long Beach Island Grade School. (see enclosed)

C. District Appointment
Motion to approve the following appointment for the 2021-2022 school year:

Julie Oldham Title IX Coordinator

D. English Language Learners Three-Year Program Plan 2021-2024
Motion to approve the English Language Learners Three-Year Program Plan for school years 2021-2024 as presented. (see enclosed)

E. Memorandum of Understanding
Motion to approve the 2021-2022 Memorandum of Understanding between the Long Beach Island School District and the Long Beach Township and Ship Bottom Police Departments for Closed Circuit Television (CCTV) system access. (see enclosed)

Upon a roll call vote, motion carried:
Items C and D
Ayes(7): Dr. Chung, Ms. Conway, Ms. Hagler, Mrs. Hoffacker, Mr. Schragger, Mrs. Raber, Mrs. Southwick
Nays: 0
Abstain: 0

Upon a roll call vote, motion carried:
Items B and E
Ayes(6): Dr. Chung, Ms. Conway, Ms. Hagler, Mrs. Hoffacker, Mrs. Raber, Mrs. Southwick
Nays(1): Mr. Schragger
Abstain: 0

17. **CURRICULUM/TECHNOLOGY**

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

As per the recommendation of the Superintendent:

A. Curriculum
Motion to readopt the Long Beach Island School District Curricula for the 2021-2022 school year which are aligned with the most recent State Board adopted version of the New Jersey Student Learning Standards (NJSLS).

Upon a roll call vote, motion carried:
Ayes(7): Dr. Chung, Ms. Conway, Ms. Hagler, Mrs. Hoffacker, Mr. Schragger, Mrs. Raber, Mrs. Southwick
Nays: 0
Abstain: 0

18. **EDUCATIONAL**

Motion by Brielle Hoffacker, second by Kristy Raber 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.

B. Preschool Tuition
Motion to establish Preschool tuition rates for the 2022-2023 school year as follows:

Full-Day PreK: $4,000 (Transportation may be provided for resident students only.)
Half-Day PreK: $3,000 (Transportation is not provided.)

(No increase)

C. 2022-2023 Choice Students
Motion to approve 40 Choice students for the 2022-2023 school year.

Dr. Chung asked if Choice students effect Preschool enrollment. Ms. Kelly said no.

D. School Calendar Revision 2021 - 2022
Motion to approve adjusting the 2021-2022 school calendar due to the snow days on January 3rd, 4th, and 7th, 2022. The following days will now become instructional days: January 17, 2022 will become a full day, February 18, 2022 will become an early dismissal day for students and a full day for staff which includes a ½ day p.m. professional day, and February 21 will become a full day. (see enclosed)

E. Memorandum of Understanding
Motion to approve the 2021-2022 Memorandum of Understanding between the Long Beach Island School District and the Long Beach Township and Ship Bottom Police Departments for Closed Circuit Television (CCTV) system access. (see enclosed)

Upon a roll call vote, motion carried:
Items A and E
Ayes(6): Dr. Chung, Ms. Conway, Ms. Hagler, Mrs. Hoffacker, Mrs. Raber, Mrs. Southwick
Nays(1): Mr. Schragger
Abstain: 0

Upon a roll call vote, motion carried:
Item B
Ayes(6): Dr. Chung, Ms. Conway, Ms. Hagler, Mrs. Hoffacker, Mr. Schragger, Mrs. Raber
Nays(1): Mrs. Southwick
Abstain: 0

Upon a roll call vote, motion carried:
Items C and D
Ayes(7): Dr. Chung, Ms. Conway, Ms. Hagler, Mrs. Hoffacker, Mr. Schragger, Mrs. Raber, Mrs. Southwick
Nays: 0
Abstain: 0

19. **UNFINISHED/NEW BUSINESS**

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

As per the recommendation of the Superintendent:

A. Board Committees
Motion, that upon the recommendation of the Superintendent, to approve 2022 Board Committees as presented. (see enclosed) - **As amended (Dr. Chung volunteered to serve as NJSBA Delegate.)**

Upon a roll call vote, motion carried:
Ayes(6): Dr. Chung, Ms. Conway, Ms. Hagler, Mrs. Hoffacker, Mrs. Raber, Mrs. Southwick
Nays(1): Mr. Schragger
Abstain: 0

Motion by Kristy Raber, second by Danielle Hagler to approve the following:

As per the recommendation of the Superintendent:

B. Grant Applications
Motion to approve submission of the following grant applications. There will be no financial impact to the Board of Education from these grants:

- Karen Beetel: GroMoreGood Grassroots Grant in the amount of $500 by The Scotts Miracle-Gro Foundation and KidsGardening, is designed to bring the life-enhancing benefits of gardens to communities across the United States. The Grassroots Grants are part of Scotts Miracle-Gro's larger GroMoreGood initiative, which aims to bring the life-enhancing benefits of gardens and greenspaces to 10 million children by 2023.

- Karen Beetel: Whole Kids Foundation Grant in the amount of $3,000. This program provides a $3,000 monetary grant to support a new or existing edible educational garden.

Board members and Administrators thanked the teachers for applying for grants.

Upon a roll call vote, motion carried:
Ayes(7): Dr. Chung, Ms. Conway, Ms. Hagler, Mrs. Hoffacker, Mr. Schragger (as corrected), Mrs. Raber, Mrs. Southwick
Nays: 0
Abstain: 0

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

As per the recommendation of the Superintendent:

C. Grant Acceptance
Motion to accept the following grants for the 2021-22 School Year in the following amounts. There will be no financial impact to the Board of Education from these grants.

- Ethel Jacobsen School: AtlantiCare Resilient Youth Implementation Grant, $3500
- Long Beach Island Grade School: Atlanticare Nutrition Grant, $750

Upon a roll call vote, motion carried:
Ayes(7): Dr. Chung, Ms. Conway, Ms. Hagler, Mrs. Hoffacker, Mr. Schragger, Mrs. Raber, Mrs. Southwick
Nays: 0
Abstain: 0

20. **ANNOUNCEMENTS**

A. Dates to Remember
January 31: After-School Math League for Grade 5
February 15: Board of Education Meeting, LBI Grade School, 7 p.m.

B. Donations
Thank you to the following donations to the LBI School District:

- Donation of 25 books of The Umbrella That Changed The World by Bern Clay, Author
- LBI Rotary Club: Hydroponic lettuce grow tower and materials to maintain it (seeds, growing pods, nutrients, etc), approximately $1,500

21. **PUBLIC COMMENT:** None

22. **Motion by Kristy Raber, second by Brielle Hoffacker 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 February 15, 2022, at 6:30 p.m. in the Media Center of the Long Beach Island Grade School, 201 20th Street, Ship Bottom, 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 7 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.

Mrs. Southwick and Mr. Sciarrillo explained changes to the resolution in regard to virtual meetings.

Upon a roll call vote, motion carried:
Ayes(7): Dr. Chung, Ms. Conway, Ms. Hagler, Mrs. Hoffacker, Mr. Schragger, Mrs. Raber, Mrs. Southwick
Nays: 0
Abstain: 0

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

Mr. Schragger suggested forming a committee in response to a bill signed by Governor Murphy in regard to funding for school districts to discuss consolidation. Mrs. Southwick stated that the LBI School District is a consolidated school district.

24. **ADJOURNMENT**

At 7:28 p.m., a motion was made by Brielle Hoffacker, second by Kristy Raber to adjourn. All in favor.

Respectfully Submitted,

Kathy Sheplin
Assistant to the Board Secretary