

LONG BEACH ISLAND BOARD OF EDUCATION
Long Beach Island, New Jersey
REGULAR MEETING
July 19, 2022
Long Beach Island Grade School Media Center
Executive (Closed) Session 6:30 PM (quorum at 6:51 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 July 19, 2022.

Board President, Colette Southwick, called the meeting to order at 7:02 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. Southwick |
| Ms. Hagler | Mr. Schragger | |
| Mrs. Hoffacker | Mrs. Raber | |

ABSENT: Dr. Chung, Mrs. Wasilewski

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

4. **REPORT OF THE SUPERINTENDENT:** Dr. Kopack thanked everyone for attending the meeting and reported on the following: thanked the custodians for their hard work in preparing the buildings for the opening of school, reported on summer programs, and reported that the district has created a Facebook page which is linked to the website's homepage.
5. **REPORT OF THE PRINCIPAL:** No report.
6. **REPORT OF THE PRESIDENT:** Mrs. Southwick reported that Mr. Sciarillo, Board Attorney, is retiring from his firm and thanked him for his dedication to the Long Beach Island Board of Education. Mrs. Southwick welcomed Mr. McKeever who will assume the duties as Board Attorney.
7. **PUBLIC COMMENT – AGENDA ITEMS ONLY:** None
8. **BOARD CORRESPONDENCE:** None. Mr. Schragger asked about letters from the Borough of Harvey Cedars. Mrs. Southwick explained that the letters were addressed to the Board Attorney; therefore, they are not Board correspondence and cannot be discussed.

9. **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:

June 13, 2022: Regular and Closed Session

A question was asked about minutes from committee meetings. Mrs. Southwick gave an update: one was communication with a potential buyer. The minutes from the other meeting will be presented during the Building and Grounds Committee report.

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. Hoffacker, Mrs. Linkewich, Mrs. Raber, Mrs. Southwick
Nays(1): Mr. Schragger
Abstain: 0

10. **COMMITTEE REPORTS**

- Negotiations: Marilyn Wasilewski - no report
- Personnel: Stephanie Chung - no report
- Policy: Danielle Hagler - no report
- Building/Grounds/Transportation/Finance: Kristy Raber reported that the committee met and discussed the following: legal update, results of GovDeals, EJ HVAC, lot clearing and fence. Mr. McKeever reported that negotiations are ongoing with a potential buyer.
- Curriculum: Brielle Hoffacker reported that the committee will meet in August. Dr. Kopack reported that software and hardware upgrades and curriculum updates are ongoing.
- Public Relations: Peter Kopack - no report
- PTA Liaison: Kelly Linkewich reported that they have met with Administration and are preparing for the school year.

11. **PERSONNEL**

Motion by Kelly Linkewich, second by Kristy Raber to approve the following:

As per the recommendation of the Superintendent:

A. **Summer Positions**

Motion to approve summer 2022 stipend/XCOMP employment, **pending enrollment if applicable** as follows (Submission of approved timesheets required.):

- **Professional Development Session:** 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 September 1st or September 6th: Lauren Rothstein

B. **Paraprofessional**

Motion to approve the employment of Katherine Shaw as a full-time Paraprofessional for the 2022-2023 school year at the annual salary of \$20,789 (Step 3 on the Paraprofessional Salary Guide).

C. Annual Stipends

Motion to approve annual stipends for the 2022-2023 school year as follows:

- NJSLS Technology Coordinator (Fall Start Strong Assessment) - Shelley Smith up to \$1,500
- NJSLS Testing Coordinator (Fall Start Strong Assessment) - Julie Oldham up to \$1,500

D. Part-time Paraprofessional

Motion to approve the employment of Olivia Tilton as a Part-time Paraprofessional for the 2022-2023 school year at the annual salary of \$12,593 (step A on the Paraprofessional Salary Guide) pending receipt of required paperwork. Benefits are not included.

E. Part-time Paraprofessional

Motion to approve the employment of Alyson Wisley as a Part-time Paraprofessional for the 2022-2023 school year at the annual salary of \$12,593 (step A on the Paraprofessional Salary Guide) pending receipt of required paperwork. Benefits are not included.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

ADDENDUM ITEM:

Motion by Kelly Linkewich, second by Kristy Raber to approve the following:

F. Part-time Preschool Teacher

Motion to approve the employment of Mary Kern as a Part-time Preschool Teacher for the 2022-2023 school year at the annual salary of \$42,403 (Step 6 on the BA Salary Guide) pending receipt of required paperwork. Benefits are not included.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

12. **POLICY**

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

As per the recommendation of the Superintendent:

A. Policy/Regulation Approval

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

1. Policy 0163 Quorum (Revised)
2. Policy 1511 Board of Education Website Accessibility (M) (Revised)
3. Policy 2415 Every Student Succeeds Act (M) (Revised)
4. Policy 3216 Dress and Grooming (Revised)
5. Policy 3270 Professional Responsibilities (Revised)
6. Regulation 3270 Lesson Plans and Plan Books (Revised)

7. Policy 4216 Dress and Grooming (New)
8. Policy & Regulation 5513 Care of School Property (M) (Revised)
9. Policy 5722 Student Journalism (M) (New)

B. Policy/Regulation Abolishment

Motion to approve the abolishment of the following policy/regulation:

1. Policy & Regulation 2432 School Sponsored Publications (Abolished)

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

13. **BUILDING/GROUNDS/TRANSPORTATION/FINANCE**

Motion by Kristy Raber, 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 June 2022.

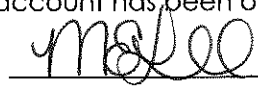
- a. Report of the Secretary dated June 30, 2022
- b. Report of the Treasurer dated June 30, 2022

2. Statement of Cash Balances

Motion to accept the Statement of Cash Balances for the month of June 2022 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 June 2022 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

8/17, 2022

B. Transfers

Motion to approve the June 2022 transfer report.

C. Bills List

1. Motion to approve the supplemental bills list (A) for June 29, 2022 totaling \$29,354.93
2. Motion to approve the supplemental bills list (B) for June 30, 2022 totaling \$13,674.97
3. Motion to approve the July 2022 bills list, totaling \$244,334.68

D. Use of Facilities

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

1. Ship Bottom Volunteer Fire Company, EJ School parking lot for 100th Anniversary Celebration, October 15, 2022, 12 to 10 p.m.

Upon a roll call vote, motion carried:

Ayes(6): Ms. Conway, Ms. Hagler, Mrs. Hoffacker, Mrs. Linkewich, Mrs. Raber, 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. Annual Contract Approvals

Motion to approve annual support and maintenance agreements beginning July 1, 2022, to June 30, 2023, as follows pending attorney review::

1. Frontline Employee Absent Management System, \$4,398.61
2. Curriculum Associates, i-Ready, \$13,920
3. Systems 3000, \$16,980, Accounting and Payroll Software
4. Newsela Software License, \$3,162.50
5. PaySchools, \$1,867, cafeteria payment services
6. Strauss Esmay Policy Support System and online maintenance fee, \$4,735
7. ZOOM - Video Communications, \$1,800.00

B. Cooperative Pricing Agreements

Motion to approve cooperative pricing agreements with the following educational services commissions as follows:

- Hunterdon County Educational Services Commission for the 2022-2023 school year for goods and services. There is no fee to join the HCESC.
- Educational Services Commission of New Jersey for the 2022-2023 school year for goods and services. There is no fee to join ESCNJ.
- Monmouth Ocean Educational Services Commission for the 2022-2023 school year for transportation and special services.

C. Shared Service Agreement - Transportation Services

Resolved that the Long Beach Island Board of Education enter into a shared services agreement with Central Regional School District for the provision of transportation services for the Long Beach Island School District from July1, 2022 through June 30, 2023 in the amount of \$20,000. This agreement provides a transportation supervisor and other associated services.

D. ESSA Grant Application

BE IT RESOLVED BY THE Long Beach Island Board of Education to authorize the submission of the Every Student Succeeds Act (ESSA) application for Fiscal Year 2023 and to accept the grant award of these funds upon the subsequent approval of the FY23 ESSA application.

Title I Part A	\$52,581
Title II Part A	\$ 7,825
Title III	\$ 196
Title IV Part A	<u>\$10,000</u>
Total	\$70,602

E. IDEA Grant Application

BE IT RESOLVED by the Long Beach Island Board of Education to accept the 2022-2023 Individuals with Disabilities Education Act (IDEA) Grant as follows and approve the submission of the application to the NJDOE for use of funds:

Basic:	\$67,960
Preschool:	<u>\$ 4,422</u>
Total	\$72,382

F. Insurance Coverages: Worker's Comp, Property, General Liability, Automobile, Bond

Motion to approve renewal of insurance coverages detailed below for the 2022-2023 School Year at the premiums shown, through the subject to adjustment for updated appraisal values and changes in vehicle counts or enrollments; and, that payments be made when bills are received based upon the terms, conditions, and endorsements or the policies, as shown:

Workers Comp	\$49,779
Supplemental Workers Comp	\$3,423
Property Package (Property, Liability, Auto, EIL, Crime)	\$83,415
Excess Liability (included in above)	
School Leaders Professional Liability	\$11,317
Employee Bond Renewal	\$1,000
Flood Insurance (LBI, EJ, Bus)	\$43,839
Total Insurance	\$192,773

Upon a roll call vote, motion carried:

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

Nays(1): Mr. Schragger

Abstain: 0

15. **UNFINISHED/NEW BUSINESS**

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

As per the recommendation of the Superintendent:

A. Sale of Surplus / Obsolete Equipment

WHEREAS the following property is not needed for school purposes; there exists a need for all available space; and the NJ Public School Contracts Law, 18A: 18A-45 requires a resolution authorizing disposition of surplus property,

NOW, THEREFORE BE IT RESOLVED that the Long Beach Island School District Board of Education authorizes the Business Administrator to dispose of this surplus property. The items will be listed on GovDeals. Items not sold within 15 days of listing may be removed from district premises at no cost to the district or sold to a third party.

- Miscellaneous Tech equipment
- Laminator
- Typewriter

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

B. Board Goals 2022-2023: The Board discussed the draft goals presented. Mrs. Southwick read aloud the following:

1. Maintain a safe, healthy, and supported school environment so that students can engage fully in high-quality educational programs and opportunities.
2. Strive to create a positive learning environment for students and staff with authentic and innovative learning experiences to promote continuous student achievement and increase student wellness.
3. Increase programs to address learning gaps and recovery while increasing opportunities for accelerated learning for all students to reach their full potential in a post pandemic.
4. Increase communications and modify technologies and social media to proactively promote the school district with the community at large and to ensure family engagement at all scheduled events.
5. Increase academic achievement levels of all students by analyzing the delivery of instruction in all curricular areas by using data, and focusing on areas in the curriculum that need improvement and revision.

A suggestion was made for Goal #2 to include verbiage to bring both buildings together with staff and the Board of Education through team building activities.

16. **ANNOUNCEMENTS**

A. School Board Election 2022

The following seats will be available in the fall: Brielle Hoffacker, Long Beach Township, Fred Schragger, Harvey Cedars, and Marilyn Wasilewski, Barnegat Light. The deadline for filing petitions is Monday, July 25, 2022, at 4 p.m. at the Office of the County Clerk. The Annual School Election will be held on November 8, 2022.

B. Dates to Remember

August 16: Board of Education Meeting, LBI Grade School, 7 p.m

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

- LBIEA: Thank you to Mr. Sciarrillo for his years of service and wished him well.

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 on August 16, 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.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

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

20. **ADJOURNMENT**

At 7:17 p.m., a motion was made to adjourn. All in favor.

Respectfully Submitted,



Kathy Sheplin
Assistant to the Board Secretary