

LONG BEACH ISLAND BOARD OF EDUCATION
Long Beach Island, New Jersey
REGULAR MEETING
July 20, 2021
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 July 20, 2021.

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. Linkewich | Mrs. Southwick |
| Ms. Hagler | Mr. Schragger | |
| Mrs. Hoffacker | Mrs. Wasilewski | |

ABSENT: Mrs. Bowker, Mrs. Raber

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

4. **REPORT OF THE SUPERINTENDENT:** Dr. Kopack thanked everyone for their support, and reported on summer programs.
5. **REPORT OF THE PRESIDENT:** Mrs. Southwick thanked everyone for their support.
6. **PUBLIC COMMENT – AGENDA ITEMS ONLY:** None
7. **BOARD CORRESPONDENCE:** None
8. **APPROVAL OF MINUTES**

Motion by Brielle Hoffacker, second by Stephanie Chung to approve the following:

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

June 14, 2021: Regular and Closed Session

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

Mr. Schragger asked if a resolution is necessary before closed session minutes are released to the public. Mr. Sciarrillo confirmed that minutes can be released after review without a resolution. Mr. Sciarrillo stated that in case of redactions, the public should be directed to the website for review of minutes.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

9. **COMMITTEE REPORTS**

- Negotiations: Marilyn Wasilewski - no report
- Personnel: Eileen Bowker - Dr. Kopack reported on advertising part-time position, webmaster, curriculum review and retirement, reassignment, and resignation.
- Policy: Fred Schragger reported that he was not able to attend the meeting on July 14th. He stated that some of the policies on the agenda for approval are not mandatory and involve the teacher's contract. He suggested postponing the vote until he can review the LBIEA contract.
- Building/Grounds/Transportation/Finance: Colette Southwick reported that the committee will meet next month.
- Curriculum: Brielle Hoffacker reported that the next committee meeting is scheduled for August 17th at 5 p.m.
- Public Relations: Peter Kopack - no report
- PTA Liaison: Kelly Linkewich reported that the next PTA meeting will be in September.

10. **PERSONNEL**

Motion by Brielle Hoffacker, second by Marilyn Wasilewski to approve the following:

- A. Letter of Intent to Retire:
Motion to accept a letter of intent to retire from Gail Tumulty, Child Study Team Secretary, effective September 1, 2021. Mrs. Tumulty has been an employee of the district since 2008.
- B. Letter of Resignation
Motion to accept a letter of resignation from Chloe Sheplin, Resource Teacher, effective July 31, 2021. Ms. Sheplin has been an employee of the district since 2014.
- C. Preschool Teacher
Motion to approve the employment of Mallory Mulcahy as a full-time Preschool Teacher for the 2021-2022 school year at the annual salary of \$60,579 (step 3 on the BA salary guide).
- D. Summer Positions
Motion to approve summer 2021 stipend/XCOMP employment, pending enrollment if applicable as follows (Submission of approved timesheets required.):
 - **Summer Arts Technology Academy (August 23-26):** 3 teachers, 4 days at a stipend of \$560 each: Cathy McBride, Laura Daly, Kathleen McClellan
 - **Nurse (August 16-19 and 23-26):** 4 hours a day at \$35/hr.: Marie Marucci

Mrs. Southwick thanked Ms. Tumulty and Ms. Sheplin for their service and wished them well.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

PUBLIC COMMENT - Superintendent / Principal Contract

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

Mr. Sciarillo stated that this is a third public comment for only the contract of the Superintendent. There were no comments from the public.

Public hearing on the Contract of Employment for the position of Superintendent of Schools/Principal as per N.J.S.A. 18A:11-11. Any member of the public wishing to make a comment on the contract can at this time.

E. Superintendent/Principal Contract

The Board hereby rescinds the Contract of Employment between the Board and Dr. Peter J. Kopack for the position of Superintendent of Schools/Principal for the period July 1, 2017 through June 30, 2022.

F. Approval of Contract

The Board hereby approves the Contract of Employment between the Board and Dr. Peter J. Kopack for the position of Superintendent of Schools/Principal for the period July 1, 2021 through June 30, 2024. The Contract of Employment received the prior approval of the Executive County Superintendent.

The contract is available for review in the Business Administrator's office, 201 20th Street, Ship Bottom, Monday - Thursday 8:00 AM - 2:00 PM.

Mr. Schragger asked that what was discussed in executive session be put into writing and part of the contract. Mr. Sciarillo said that he will write a letter restating the law.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

11. **POLICY**

Motion by Brielle Hoffacker, second by Stephanie Chung to approve the following:

A. Policy/Regulation Approval

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

1. Policy 0131 - Bylaws, Policies, and Regulations (Revised)
2. Policy 3134 - Assignment of Extra Duties (Revised)
3. Policy & Regulation 3142 - Nonrenewal of Nontenured Teaching Staff Member (Revised)
4. Policy & Regulation 3221 - Evaluation of Teachers (M) (Revised)
5. Policy & Regulation 3222 - Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)
6. Policy & Regulation 3223 - Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)

7. Policy & Regulation 3224 - Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised)
8. Policy & Regulation 4146 - Nonrenewal of Nontenured Support Staff Member (Revised)
9. Policy & Regulation 6471 - School District Travel (M) (Revised)

B. Policy Abolishment

Motion to approve the abolishment of the following policy:

Policy 1649 - Federal Families First Coronavirus (COVID-19) Response Act (M) (Abolished)

Mr. Schragger asked that numbers 1, 2, 3, and 8 be postponed pending review of the teacher's contract. Mrs. Southwick stated that this is the first reading and there will be time to review the contract before the second reading.

Upon a roll call vote, motion carried:

Ayes(6): Dr. Chung, Ms. Hagler, Mrs. Hoffacker, Mrs. Linkewich, Mr. Schragger (as noted - first reading), Mrs. Southwick

Nays(1): Mrs. Wasilewski

Abstain: 0

12. **BUILDING/GROUNDS/TRANSPORTATION/FINANCE**

Motion by Marilyn Wasilewski, second by Brielle Hoffacker to approve the following:

A. Financial Reports

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

Motion to approve financial reports for the month of June 2021.

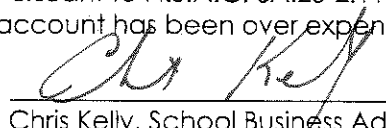
- a. Report of the Secretary dated June 30, 2021
- b. Report of the Treasurer dated June 30, 2021

2. Statement of Cash Balances

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

8-26, 2021

B. Transfers

Motion to approve the June 2021 transfer report.

C. Bills List

1. Motion to approve the supplemental bills list (A) for June 30, 2021 totaling \$88,036.42.
2. Motion to approve the supplemental bills list (B) for June 30, 2021 totaling \$225,587.65.
3. Motion to approve the July 14, 2021 bills list, totaling \$205,331.07.

D. Travel and Training

Motion to approve the following travel/training expenses.

Date	Name	Position	Workshop	Location	Cost
8/24/21 9/21/21 10/19/21 11/16/21 12/14/21 1/18/22 2/15/22 3/15/22 4/12/22 6/7/22	Peter Kopack	Superintendent	Ocean County Association of School Administrators (OCASA) monthly meetings	Remote or various locations in Ocean County	Transportation (if applicable)

E. Use of Facilities

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

1. LBI Chamber of Commerce LBI Fly International Kite Festival, LBI School Gym, October 8-10, 2021, use of the LBI Gym on October 8th for Indoor Kite Competition (4:30 – 10:30 p.m.), and LBI parking lot (parking for spectators), October 9th and 10th. A fee of \$41/hour will be charged for services extending beyond scheduled custodial shift.

Upon a roll call vote, motion carried:

Ayes(6): Dr. Chung, Ms. Hagler, Mrs. Hoffacker, Mrs. Linkewich, Mrs. Wasilewski, Mrs. Southwick
Nays(1): Mr. Schragger
Abstain: 0

13. **ANNUAL APPROVALS/CONTRACTS**

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

A. Annual Contract Approvals

Motion to approve annual support and maintenance agreements beginning July 1, 2021, to June 30, 2022, as follows pending attorney review:

1. Ed-Data, licensing agreement not to exceed \$4,000
2. KT's Office Supply, \$3,225, copier support services
3. OnCourse System for Education, \$12,806.22, student database system
4. Surf Fire & Security, Fire Alarm and Security System Monitoring and Maintenance Contracts, \$6,290 for EJ, LBI, and Bus Garage
5. E.R.S. Fleet Services, Bus Repairs & Maintenance, \$105/hour pending receipt of paperwork

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 2021-2022 school year for goods and services. There is no fee to join the HCESC.
- Educational Services Commission of New Jersey for the 2021-2022 school year for goods and services. There is no fee to join ESCNJ.

- Monmouth Ocean Educational Services Commission for the 2021-2022 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 July 1, 2021 through June 30, 2022 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 2022 and to accept the grant award of these funds upon the subsequent approval of the FY22 ESSA application.

Title I Part A	\$47,078
Title II Part A	\$ 4,027
Title III	\$ 799
Title IV Part A	<u>\$10,000</u>
Total	\$61,904

E. IDEA Grant Application

BE IT RESOLVED by the Long Beach Island Board of Education to accept the 2021-2022 Individuals with Disabilities Education Act (IDEA) Grant as follows and approve the submission of the application to the NJDOE for use of funds:

Basic:	\$68,933
Preschool:	<u>\$ 4,266</u>
Total	\$73,199

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

Motion to approve renewal of insurance coverages detailed below for the 2021-2022 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	\$ 50,701
Supplemental Workers Comp	\$ 2,990
Property Package (Property, Liability, Auto, EIL, Crime)	\$ 73,639
Excess Liability (included in above)	
School Leaders Professional Liability	\$ 10,342
Employee Bond Renewal	\$ 970
Flood Insurance (LBI, EJ, Bus)	\$ 49,721
Total Insurance	\$188,363

G. Authorization to Sign Checks

Motion required to authorize the signing of checks for the fiscal year ending June 30, 2022 as follows:

Required Account Signers for Agency, Cafeteria, Capital Reserve, Salary, and SUI Accounts (need 1 out of 5):

- Board President
- Board Secretary
- Treasurer of School Monies
- Superintendent
- Principal

Mr. Sciarillo stated that the agenda review process has changed and all contracts receive attorney review prior to the meeting.

Upon a roll call vote, motion carried:

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

Nays(1): Mr. Schragger

Abstain: 0

14. **PROFESSIONAL APPOINTMENTS**

Motion by Danielle Hagler, second by Marilyn Wasilewski to approve the following:

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, 2021, to June 30, 2022, not to exceed \$22,000. Pending attorney review.

Upon a roll call vote, motion carried:

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

Nays(1): Mr. Schragger

Abstain: 0

Motion by Brielle Hoffacker, second by Stephanie Chung 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 Sciarillo Cornell Merlino, McKeever & Osborne, LLC, Licensed Legal firm for the State of New Jersey is hereby appointed to conduct legal services from July 1, 2021, to June 30, 2022, at the hourly rate of \$170.

Upon a roll call vote, motion carried:

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

Nays(1): Mr. Schragger (contract not reviewed)

Abstain: 0

Motion by Brielle Hoffacker, second by Danielle Hagler 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 Spieze Architectural Group, Inc., Licensed Architectural firm for the State of New Jersey is hereby appointed as the Architect of Record from July 1, 2021, to June 30, 2022. -Pending attorney review.

Upon a roll call vote, motion carried:

Ayes(7): Dr. Chung, Ms. Hagler, Mrs. Hoffacker, Mrs. Linkewich, Mr. Schragger (architect of record only - no financial responsibility), Mrs. Wasilewski, Mrs. Southwick

Nays: 0

Abstain: 0

Motion by Marilyn Wasilewski, second by Brielle Hoffacker 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, 2021 through June 30, 2022 related to the disposition of the Long Beach Island Grade School Property at a blended hourly rate of \$275.00

E. Appointment of Special Counsel - Planning Support & Testimony

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, Creigh Rahenkamp & Associates, LLC, Licensed Legal firm for the state of New Jersey is hereby appointed to conduct legal services from July 1, 2021 through June 30, 2022 related to the disposition of the Long Beach Island Grade School Property at a Principal rate of \$245.00 an hour.

Upon a roll call vote, motion carried:

Ayes(5): Ms. Hagler, Mrs. Hoffacker, Mrs. Linkewich, Mrs. Wasilewski, Mrs. Southwick

Nays(1): Mr. Schragger

Abstain(1): Dr. Chung

15. **EDUCATIONAL**

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

A. Out-of-District Summer Placements 2021

Motion to approve summer out-of-district placements for special education students as follows:

- 1 Student to the Stafford Township School District's ESY Program from July 6-29 at a cost of \$2,880

Upon a roll call vote, motion carried:

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

Nays(1): Mr. Schragger

Abstain: 0

16. **UNFINISHED/NEW BUSINESS:** None

17. **ANNOUNCEMENTS**

A. School Board Election 2021

The following seats will be available in the fall: Colette Southwick, Long Beach Township, Eileen Bowker, Long Beach Township, and Kristy Raber, Surf City. **The deadline for filing petitions is Monday, July 26, 2021, at 4 p.m. Petitions need to be dropped off at the Office of the County Clerk, Toms River Office, 118 Washington Street.** The Annual School Election will be held on November 2, 2021.

B. Dates to Remember

August 16-19: Summer Fitness Program
Summer Music Program

August 17: Board of Education meeting, LBI Grade School, 7 p.m.

August 23-26: Summer Fitness Program
Summer Music Program
Summer Arts Technology Program

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

- Bills list - Aid in Lieu

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

RESOLUTION: Resolved that the Board of Education will open its next scheduled meeting on August 17, 2021, at 6 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.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

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

21. **ADJOURNMENT**

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

Respectfully Submitted,

A handwritten signature in cursive script, reading "Kathy Sheplin". The signature is written in dark ink and is positioned above the printed name and title.

Kathy Sheplin
Assistant to the Board Secretary