

LONG BEACH ISLAND BOARD OF EDUCATION
BOARD MEETING AGENDA
April 28, 2020
Long Beach Island Grade School Media Center
Regular (Public) Session/Public Budget Hearing 6:00 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 April 28, 2020 via remote call/virtual meeting.

Board President, Colette Southwick, called the meeting to order at 6:02 p.m. and read the following statement:

"This meeting is hereby called to order. The time of this meeting has changed from the advertised time of the Public Portion at 7:00 p.m. to 6:00 p.m. and will now take place via a remote call/virtual meeting in the Long Beach Island Grade School Media Center. Adequate notice of this meeting was mailed to *The Press of Atlantic City*, *Asbury Park Press*, posted on our website, and in the Board of Education Office, Ethel A. Jacobsen School building and Long Beach Island Grade School building. The revised notice was 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**

PRESENT: Mrs. Wasilewski Mrs. Southwick

PRESENT REMOTELY: Mrs. Bowker Mrs. Hoffacker Mr. Schragger
Mr. Fenimore Mr. McMenamin Mrs. Hartmann
Mrs. Raber

ABSENT: None

OTHERS PRESENT: Dr. Peter Kopack, Superintendent
Ms. Chris Kelly, School Business Administrator/Board Secretary
Mr. Anthony Sciarillo, Esq.
Mr. Frank Birney, Principal
Ms. Meghan Lee, Assistant to the School Business Administrator
Ms. Shelley Smith, Tech Coordinator

4. **REPORT OF THE SUPERINTENDENT:** Dr. Kopack thanked everyone for joining the meeting, thanked first responders and emergency personnel, thanked the Board of Education, PTA, administration, staff, teachers, parents and students for their assistance and cooperation during the transition to virtual learning. He asked that communication continue and to contact the schools if assistance is needed.
5. **SPECIAL PRESENTATIONS:** Public Budget Hearing: Dr. Kopack and Ms. Kelly gave a PowerPoint presentation on the 2020-2021 Budget which included: review of improvements and upgrades to the district in the past year, and review of the following for the 2020-2021 school year: proposed programs and services, upgrades to educational programs and technology, facilities and equipment upgrades, revenue sources and budgeted expenses, allocation of expenditures, and projected school taxes and tax rates.

Mr. Fenimore asked about possible changes in state aid. Ms. Kelly responded she should know more soon and can adjust capital projects as needed. Mrs. Hartmann asked about the location of HVAC repairs last year and replacement of Potts lines. Ms. Kelly reported that HVAC repairs were at the Long Beach Island Grade School and explained Potts lines and proposed repairs and costs. Mrs. Southwick thanked Dr. Kopack and Ms. Kelly for the presentation.

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

- Thank you to colleagues for time and effort put into virtual learning, and support of administration and BOE
- Contract negotiations
- No comments were received via email

7. **FINANCE/BUDGET**

Motion by Eileen Bowker, second by Georgene Hartmann to approve the following:

A. ADOPTION OF BUDGET 2020-2021

That upon the recommendation of the Superintendent, the Board of Education approve the following resolution:

BE IT RESOLVED that the budget be approved for the 2020-2021 School Year using the state aid figures.

	GENERAL FUND	SPECIAL REVENUES	TOTAL
2020-2021 Total Expenditures	7,652,491	123,763	7,776,254
Less: Anticipated Revenues	914,303	123,763	1,038,066
Taxes to be Raised	6,738,188		6,738,188

B. Travel Expenditures

WHEREAS, the Long Beach Island Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.2 et seq. Requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel as defined in N.J.A.C. 6A:23A-1.2, which includes attendance at regularly scheduled in-state county meetings, Department or Association sponsored events or in-state professional development activities for which the registration fee does not exceed \$150 per employee or board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$1,500 in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A23A-7.3 et seq. but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A: 23A-7.3 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3 to a maximum expenditure of \$10,000 for all staff and board members.

C. Professional Services 2020-2021

WHEREAS, school district policy #6220/R6220 N.J.A.C. 6A:23A-5.2(b) and N.J.A.C. 6A:23A 9.3(c) 14 provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such public relations and professional services for the 2020-2021 School Year at the sum of:

Professional Services:

Attorney(s)	\$ 50,000
Auditor	\$ 23,500
Architect*	\$ 75,000
OT/PT/Social Worker/LDT-C	\$144,240
School Psychologist	\$ 16,340
School Physician	\$ 500

BE IT FURTHER RESOLVED that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

BE IT FURTHER RESOLVED that the supporting documentation of this budget also contains an itemization of certain expenditures required under administrative regulations.

*Does not include projects funded through Capital Reserve

D. Maintenance Reserve Account Withdrawal

That upon the recommendation of the Superintendent, the Board of Education approve the following resolution:

RESOLVED that the Long Beach Island Board of Education approves the Maintenance Reserve withdrawal pursuant to N.J.A.C. 6A:23A – 14.2 (d) for the 2020-2021 budget in the amount of \$100,000. The district intends to utilize these funds for:

Required Building Maintenance

Mrs. Hartmann noted that she was not able to attend budget presentations for Board Members and was not able to obtain a copy of the presentation in advance.

Upon a roll call vote, motion carried:

Ayes (8): Mrs. Bowker, Mr. Fenimore, Mrs. Hoffacker, Mr. McMenamin, Mrs. Raber,
Mr. Schragger, Mrs. Southwick, Mrs. Wasilewski

Nays (1): Mrs. Hartmann

Abstain: 0

8. **REPORT OF THE PRESIDENT** – Mrs. Southwick read a prepared statement.

9. **BOARD CORRESPONDENCE** - None

10. **APPROVAL OF MINUTES**

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

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

February 26, 2020:	Regular and Closed Session
March 16, 2020:	Regular Session (no closed session)

Mr. Fenimore asked that reason given for the change of calendar be noted in the February 26, 2020 minutes.

Upon a roll call vote, motion carried:

Ayes (9): Mrs. Bowker, Mr. Fenimore, Mrs. Hartmann, Mrs. Hoffacker, Mr. McMenamin, Mrs. Raber, Mr. Schragger, Mrs. Southwick, Mrs. Wasilewski

Nays: 0

Abstain: 0

11. **COMMITTEE REPORTS**

- Negotiations: Mrs. Wasilewski reported that the committee will meet tomorrow, April 29th.
- Personnel: Mrs. Hoffacker reported that 2 teachers will achieve tenure next year.
- Policy: Mrs. Hartmann – No report
- Building/Grounds/Transportation: Mrs. Raber – No report. Ms. Kelly reported on the architect's evaluation of buildings which she hopes to present to the Board by the end of June.
- Finance: Mrs. Raber reported that the bills were reviewed today.
- Curriculum: Mrs. Bowker reported that the committee did not meet. Dr. Kopack reported a meeting will be scheduled via Zoom next week.
- Public Relations/Strategic Plan: Ms. Kelly reported that State of the Community and Schools Reports have been completed. She is working with NJSBA to reschedule meetings.
- PTA Liaison: Mrs. Hoffacker reported that the PTA will meet May 7th for elections, nominations are Ceci Morillo, President, Kathy Linkewich – Vice President, Recording Secretary will be determined later; Yearbooks for all students will be paid for by the PTA; floor mats were purchased for both schools to honor the 2020 Kindergarten and 6th grade classes; Spiritwear is available for pick-up; PTA is working with a local produce company to provide fresh produce to district families; and embroidered beach towels were ordered for 6th grade graduates. They are working on other ideas to commemorate the 2020 Kindergarten and 6th grade graduation classes pending guidance from the state.

12. **PERSONNEL**

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

A. Employment of Personnel

Motion to employ personnel from July 1, 2020 through June 30, 2021, as listed. Salaries to be determined pending the outcome of the collective bargaining process.

TEACHERS - TENURED		TEACHERS - NONTENURED
Aniski, B		Freeman, K
Beetel, K		Holloway, K
Benjamin, L		Lake, D
Boyd, L		Leonard, L
Colino, S		Maschi, K
Conrad, C		Melega, M
Cotov, T		Mulcahy, M (PT)
D'Arcangelo, S		
Daly, L		PARAPROFESSIONALS
DeBiasi, H		DeWitt, L
Esarey, S		Mauermeyer, J
Ferrer, A		Mohalley, L (PT)
Gerety, P		Shaw, K (PT)
Gosline, J		Spinner, J (PT)
Kappy, R		Tilton, R
LaMarco, J		
McBride, C		CUSTODIANS
Messec, E		Mattner, K
Oldham, J		Moritz, S
Ramilo, J		Moroli, J
Rothstein, L*		Pukala, S
Scotto di Carlo, K*		

Sheplin, C		FACILITIES MANAGER
Smith, S		Yates, D
Townsend, J		
Warfel, R		
Yeager, W		
BUS DRIVERS		SCHOOL AND DISTRICT OFFICE STAFF
Boyle, C (PT)		Lee, M
Dickman, F		Miller, J
Mandarakas, B		Scholey, L
Moritz, W		Sheplin, K
Scholey, P		Tumulty, G (PT)
		Yates, M
*Achieving Tenure		(PT) Denotes Part-time Employee

B. Tech Support Stipend

Motion to approve a stipend in the amount of \$2,000 for Shelley Smith to provide daily after hours student tracking and after-hours tech support beginning March 16, 2020 to June 16, 2020.

Mr. McMenemy asked about item B (daily after-hours student tracking). Dr. Kopack responded that Ms. Smith tracks students daily via Google Hangout monitoring completion of work and is in communication with parents who need components and/or assistance.

Upon a roll call vote, motion carried:

Ayes (9): Mrs. Bowker, Mr. Fenimore, Mrs. Hartmann, Mrs. Hoffacker, Mr. McMenemy, Mrs. Raber, Mr. Schragger, Mrs. Southwick, Mrs. Wasilewski

Nays: 0

Abstain: 0

13. **FINANCE**

Motion by Kristy Raber, second by Frederic Schragger 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 months of February and March 2020.

- a. Report of the Secretary dated February 29, 2020
- Report of the Secretary dated March 31, 2020

- b. Report of the Treasurer dated February 29, 2020
Report of the Treasurer dated March 31, 2020

2. Statement of Cash Balances

Motion to accept the Statement of Cash Balances for the months of February 2020 and March 2020 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 February 2020 and March 2020 no budgetary line item account has been over expended in violation of N.J.A.C. 6A:23-2.11 (b).



5-20-, 2020

Chris Kelly, School Business Administrator

B. Transfers

Motion to approve the February 2020 and March 2020 transfer reports.

C. Bills List

Motion to approve bills lists for the months of March and April 2020.

- a. March 5, 2020 Bills List, totaling \$166,127.24
b. April 22, 2020, Bills list totaling \$305,619.92

D. Travel and Training

Motion to approve the following travel/training expenses.

Date	Name	Position	Workshop	Location	Cost
TBD	David Yates	Facilities Manager	NJSBGA Conference	Atlantic City	Mileage

Mrs. Hartmann asked questions about the March bills list (Cooper Electric), April bills list (Ed Data), and ventilators for LBI Grade School. Mr. Fenimore asked if the lighting at EJ School was in a drop ceiling. Ms. Kelly responded.

Upon a roll call vote, motion carried:

Ayes (9): Mrs. Bowker, Mr. Fenimore, Mrs. Hartmann, Mrs. Hoffacker, Mr. McMenamin, Mrs. Raber, Mr. Schragger, Mrs. Southwick, Mrs. Wasilewski

Nays: 0

Abstain: 0

14. **UNFINISHED/NEW BUSINESS**

Motion by Georgene Hartmann, second by Frederic Schragger to approve the following:

A. Bill A-3902

RESOLUTION

Opposing Delay in Transmission of Property Tax Revenue to School Districts

WHEREAS, Assembly Bill 3902, currently pending in the State Legislature, would authorize the Department of Community Affairs to permit municipalities to delay the transmission of property tax revenues to school districts during gubernatorial-declared emergencies; and

WHEREAS, New Jersey's public schools are highly dependent on property tax revenue to support education programs; and

WHEREAS, on average, local property taxes constitute close to 60% of public school revenue, with the percentage even greater in a significant number of districts; and

WHEREAS, a delay in payments from municipalities would result in a financial crisis for school districts, seriously disrupting the educational process—and bringing it to a halt; and

WHEREAS, although public school buildings are closed during the current health emergency, the education of our students is taking place through remote learning and home instruction; and

WHEREAS, continued timely transmission of school property taxes is critical for the education process to continue without interruption; and

WHEREAS, even though municipalities are designated as the authorities to collect property taxes, these taxes are levied for specific purposes—e.g., municipal, school, county, fire district—and these obligations must continue to be met; and

WHEREAS, as currently written, A-3902, which is intended to ease a financial burden on municipalities, would place a severe strain on school districts and the students and families that they serve; and

WHEREAS, the Long Beach Island Board of Education recognizes the impact of the current public health emergency on the state and local governments, as well as local school districts, but believes this legislation would worsen the situation for our communities.

NOW, THEREFORE, BE IT RESOLVED that the Long Beach Island Board of Education urges the State Senate and the Governor to oppose A-3902; and be it further

RESOLVED, that this resolution be delivered to Governor Phil Murphy, State Senate President Stephen M. Sweeney, Assembly Speaker Craig Coughlin; and the Ocean County Legislative District's representatives in the state Senate and General Assembly; and be it further

RESOLVED, that copies of this resolution be sent to the New Jersey School Boards Association.

Mr. McMenamin questioned the interpretation of the resolution regarding the extension of tax payments. Mr. Sciarrillo responded that this resolution deals with the delay of payments from municipalities to school districts. A companion bill was discussed allowing municipalities to extend tax payments by 30 days. Mr. McMenamin asked if it is a conflict to vote on resolution since he sits on the Land Use Board. Mr. Sciarrillo said it was not a conflict.

Mrs. Hartmann asked for an explanation of the point of the resolution. Mr. Sciarrillo noted that the resolution is to prevent delays in payments from municipalities to boards of education. Ms. Kelly responded that once passed, it will be sent to Congressmen and Governor to show the Board's opposition to the bill. Mr. McMenamin asked if there was enough money to pay salaries until new deadline. Ms. Kelly responded that the bill passed today does not impact the Board.

Upon a roll call vote, motion carried:

Ayes (7): Mrs. Bowker, Mr. Fenimore, Mrs. Hoffacker, Mrs. Raber, Mr. Schragger, Mrs. Southwick, Mrs. Wasilewski

Nays (1): Mr. McMenamin

Abstain: Mrs. Hartmann

15. ANNOUNCEMENTS

A. Dates to Remember

May 19: Board of Education Meeting, LBI Grade School, 6 p.m. The meeting will be a remote/virtual meeting.

May 25: School closed in observance of Memorial Day

16. Mrs. Southwick noted that the May meeting most likely will not have an Executive Session; therefore, the Board did not vote on the following resolution:

RESOLUTION: Resolved that the Board of Education will open its next scheduled meeting on May 19, 2020, at 6:00 p.m. and the meeting will take place via a remote call/virtual meeting in the Long Beach Island Grade School 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 6 p.m.

17. **EXECUTIVE SESSION:** The Board did not enter Executive Session.

18. ADJOURNMENT

Mr. Fenimore asked if due to Negotiations, an Executive Session should be scheduled before the next meeting. Mr. Sciarrillo said that it could be declared tonight or scheduled at a later date.

At 6:53 p.m. a motion was made to adjourn. All in favor.

Respectfully Submitted,



Kathy Sheplin
Assistant to the Board Secretary