

LONG BEACH ISLAND BOARD OF EDUCATION
Long Beach Island, New Jersey
REGULAR MEETING
May 19, 2020
Long Beach Island Grade School Media Center
Regular (Public) Session 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 May 19, 2020 via remote call/virtual meeting.

Board President, Colette Southwick, called the meeting to order at 6:06 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. Southwick

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

ABSENT: Mr. McMenamin Mrs. Wasilewski

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

4. **REPORT OF THE SUPERINTENDENT:** Dr. Kopack recognized our teachers for Teacher Appreciation Week and thanked teachers and staff for their time, effort, and devotion to the school community, thanked the PTA and all who participated in the Teacher Appreciation video, and thanked custodians for efforts in maintaining the buildings. He reported on grade level happenings for May and noted that they are posted on the website. He thanked Mrs. Oldham for assisting students and families in need and Ms. Smith for assisting with technology needs. He thanked parents for assisting our teachers with online learning. He noted it has been a team effort.
5. **REPORT OF THE PRINCIPAL:** Mr. Birney thanked teachers, parents and students for making online learning a success, thanked the PTA for donations to the EJ School and produce for district families, and thanked Mrs. DeWitt for her years of service and wished her well on her retirement.

6. **REPORT OF THE PRESIDENT:** Mrs. Southwick thanked the entire district for their efforts. She reported on school closure for the remainder of the school year, graduation ceremonies, purchasing of PPE, and reopening strategies. She thanked the PTA, families, and students for their continued support.
7. **PUBLIC COMMENT:** Members of the public commented, asked questions on the following topics:
- Via email: Paraprofessional salary range

8. **BOARD CORRESPONDENCE:** Mrs. Southwick read a letter of intent to retire from Mrs. DeWitt.

9. **APPROVAL OF MINUTES**

Motion by Georgene Hartmann, second by Brielle Hoffacker to approve the following:

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

April 28, 2020: Regular and Closed Session

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

10. **COMMITTEE REPORTS**

- Negotiations: Marilyn Wasilewski: Mr. Sciarillo reported that there is an agreement in principle and communication continues with the NJEA on salary guides.
- Personnel: Brielle Hoffacker: No report.
- Policy: Georgene Hartmann: No report.
- Building/Grounds/Transportation: Kristy Raber gave updates on architect (report and budget beginning of June), bus driver bus inspections and meal delivery, virtual graduation, reopening and preparedness, FEMA reimbursement, and the School Closure Plan which was reviewed by committee.
- Finance: Kristy Raber reported on donations from PTA (entrance mats and computers), grant acceptance, reimbursement of parents for before and after care, unemployment claims, and options for ESY.
- Curriculum: Eileen Bowker: Dr. Koapck reported that the committee met and reported on the virtual learning plan (parent input, links, coordination of live sessions), communication (websites, one location for all virtual learning information), live session schedule, reopening plan, I-Ready assessment (in-house assessment), and professional development next year (training scheduled for Sept. 3rd), time capsule at LBI Grade School, and graduation update for K and grade 6.
- Public Relations/Strategic Plan: Dr. Kopack and Ms. Kelly reported that they are working to reschedule meetings with NJSBA.
- PTA Liaison: Brielle Hoffacker reported that the PTA ordered fresh produce for each LBI family, Yearbooks were ordered and will be donated to all students and distributed in June, desktop computers donated to EJ School tech lab.

Mrs. Southwick congratulated Ms. Rothstein and Ms. Scotto di Carlo on achievement of tenure.

11. **PERSONNEL**

Motion by Georgene Hartmann, second by Brielle Hoffacker to approve the following:

- A. Letter of Intent to Retire
Motion to accept a letter of intent to retire from Linda DeWitt, Paraprofessional, effective July 1, 2020.
- B. 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.
- | | |
|----------------------|----------------------------|
| Jennifer Hendrickson | Part-time Paraprofessional |
| Eileen Milacek | Part-time Paraprofessional |
- C. Internship Request
Motion to approve an Internship request (300 hours) for employee, Chloe Sheplin, Stockton University Principal Certification Program, with Dr. Kopack and Mr. Birney over three semesters beginning Summer 2020 through the 2020/2021 school year. There will be no cost to the district.

Upon a roll call vote, motion carried:

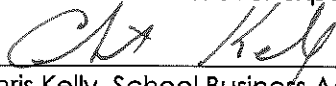
Ayes (7): Mrs. Bowker, Mr. Fenimore, Mrs. Hartmann, Mrs. Hoffacker, Mrs. Raber, Mr. Schragger, Mrs. Southwick

Nays: 0

Abstain: 0

12. **FINANCE**

Motion by Georgene Hartmann, 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 April 2020.
 - a. Report of the Secretary dated April 30, 2020
 - b. Report of the Treasurer dated April 30, 2020
 2. Statement of Cash Balances
Motion to accept the Statement of Cash Balances for the month of April 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 April 2020 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
6-10-20, 2020
- B. Transfers
Motion to approve the April 2020 transfer report.
- C. Bills List
Motion to approve the May 13, 2020 Bills List, totaling \$205,471.73

D. Travel and Training

Motion to approve the following travel/training expenses.

Date	Name	Position	Workshop	Location	Cost
Virtual	Chris Kelly	SBA/Board Secretary	Audit Review and Surplus	N/A	\$100 registration

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

13. **EDUCATIONAL**

Motion by Kristy Raber, second by Georgene Hartmann to approve the following:

A. Out-of-District Summer Placements 2020

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

- 1 Student to Education Academy from July 6 – August 7, 2020

Tuition \$7,087 (cost included in previously approved annual tuition contract)

Mrs. Bowker asked if the summer program will be virtual if school does not reopen. Mr. Birney confirmed that it will be virtual if school does not reopen.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

14. **UNFINISHED/NEW BUSINESS**

Motion by Georgene Hartmann, second by Brielle Hoffacker to approve the following:

A. Grant Acceptance

Motion to accept AtlantiCare's Turn Your School Wellness into Wealth Program Grant for the 2019-2020 School Year in the following amount. There will be no financial impact to the Board of Education from these grants.

- Long Beach Island Grade School – up to \$300

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

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

B. LBISD - Virtual Emergency Education Plan (VEEP)

Motion that upon the recommendation of the Superintendent and the Building/Grounds/Transportation and Finance Committees, the Board of Education approve the updated Long Beach Island School District Virtual Emergency Education Plan (VEEP).

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

Motion by Eileen Bowker, second by Frederic Schragger to approve the following:

C. Donations

Motion to accept the following donations to the Long Beach Island School District from the LBI PTA:

- Entrance mats for the EJ and LBI Schools
- New desktop computers for EJ Tech Lab

Mrs. Hartmann asked if the computers are new. Mrs. Southwick confirmed that they are new. Mrs. Raber thanked the PTA for the donations.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

Board members thanked Mrs. DeWitt for her service.

15. **ANNOUNCEMENTS**

May 25: School closed in observance of Memorial Day

June 9: Board of Education Meeting, LBI Grade School, 6 p.m. The meeting will be a remote/virtual meeting.

16. **Motion by Georgene Hartmann, second by Kristy Raber to approve the following:**

RESOLUTION: Resolved that the Board of Education will open its next scheduled meeting on June 9, 2020, at 5:30 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 presumably at 6 p.m.

After the vote began, Mr. Fenimore requested an Executive Session prior to the June 9th meeting. There was a discussion and Executive Session was scheduled for 5:30 p.m. Board members that already voted (Mrs. Bowker, Mrs. Hartmann, and Mr. Fenimore) were polled on time change and all accepted the change.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

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

18. **ADJOURNMENT**

At 6:41 p.m. a motion was made by Georgene Hartmann, second by Kristy Raber to adjourn.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

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