

LONG BEACH ISLAND BOARD OF EDUCATION
Long Beach Island, New Jersey
REGULAR MEETING
October 20, 2020
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 October 20, 2020. Members of the public attended virtually.

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**

PRESENT:	Mrs. Bowker	Mrs. Hoffacker	Mrs. Wasilewski (by phone)
	Mr. Fenimore	Mrs. Raber	Mrs. Southwick
	Mrs. Hartmann	Mr. Schragger	

ABSENT: Mr. McMenamin

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

4. **SPECIAL PRESENTATIONS**

A. LEAP Projects - Report from Ms. Scotto di Carlo: Dr. Kopack handed out two student LEAP projects. He explained that students were asked to observe the world around them and interview a family or community member that might be struggling to help solve their problem. Students then designed an invention to help with the problem they observed. Two examples of inventions were presented. Thomas Ferg, designed the One-Trip Lifeguard Stand, and Levi Foote designed the No Hands surfboard bike and body carrier. Dr. Kopack thanked the students, Mrs. Yeager and Mrs. Scotto di Carlo.

5. **REPORT OF THE SUPERINTENDENT:** Dr. Kopack thanked teachers and support staff for their time and effort, thanked parents and students for their support, reported that safety procedures are working well, reminded everyone that early dismissals end tomorrow, reported that the PTA Virtual Book Fair is open, encouraged all to become members of the PTA, and thanked the Board of Education for providing outdoor spaces for students and staff to take mask breaks (tents and seating). He thanked everyone for their continued support.

6. **REPORT OF THE PRINCIPAL:** Mr. Birney thanked teachers, staff, parents, and students for a great opening and noted that the success of the district is due to all following protocol. He reported on grade level happenings: PreK is utilizing outdoor spaces, harvesting broccoli, participating in apple tasting, and identifying letters and numbers; Kindergarten is working on sight words, math (>, <, =), and science predictions on apple drops from different heights; First Grade is working on phonics, engineering and designs, and voting exercise based on the book, "Duck for President;" and Second Grade is working on engineering and designing toys, consonant blends, and branches of government and voting process. Mr. Birney reported that the LBI Halloween Parade will begin at 1:30 and the EJ parade will begin at 2:15.

Mr. Fenimore asked if any COVID cases have been reported. Dr. Kopack said there have been no cases.

7. **REPORT OF THE PRESIDENT:** Mrs. Southwick thanked everyone for their support of the district, thanked the staff for hard work and teachers for working with the students and for their hard work in juggling in-person and remote learning, and reported that NJSBA informed us that Strategic Planning is on hold until 2021.

8. **PUBLIC COMMENT – AGENDA ITEMS ONLY:** None

9. **BOARD CORRESPONDENCE -** Letters: Ms. Spinner and Mr. Beaty

10. **APPROVAL OF MINUTES**

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

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

September 15, 2020: Regular and Closed Session

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

11. **COMMITTEE REPORTS**

- Negotiations: Marilyn Wasilewski - no report
- Personnel: Brielle Hoffacker reported that the committee met and discussed the following: minimum wage increase, substitute personnel, stipend position, Assistant BA/Board Secretary job description, and virtual NJ School Boards Association Convention.
- Policy: Georgene Hartmann reported that today is the first reading for policies that were discussed by the committee, and recommended delaying approval of Policy #2270 until the committee receives better clarification since the policy is not mandatory.

- Finance/Building/Grounds/Transportation: Kristy Raber reported that committee met and discussed the following: legal expenditures, additional state funding and COVID supplies, snow removal quote, bandwidth, door swipes, enrollment, Comprehensive Maintenance Plan, building evaluations, appraisals, bus inspections, bus mechanic quote, special education transportation. Mr. Fenimore asked if property appraisals were completed. Mrs. Southwick responded that it hasn't been approved, and a discussion can be brought up in new business. Mrs. Hartmann questioned legal expenses, and asked if they were based on flat per pupil cost. Mr. Sciarillo responded that it is based on per pupil costs. Ms. Kelly noted that notification of this cost is required by the auditor. Mrs. Hartmann questioned why the committee only recommended one door swipe. Ms. Kelly said that after discussion, the committee decided only one door swipe was needed.
- Curriculum: Eileen Bowker - no report
- Public Relations/Strategic Plan: Peter Kopack/Chris Kelly - no report
- PTA Liaison: Brielle Hoffacker reported that the PTA will meet on October 27th at 4:30 in the LBI School gym.

12. **PERSONNEL**

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

A. Substitute Personnel

Motion to approve the employment of substitute personnel for the 2020-2021 school year as listed below pending receipt of required paperwork and completion of required substitute orientation:

Marcella Ray	Classroom Aide
Jennifer Hornik	Classroom Aidel/Teacher
Jetlin Hodgdon	Classroom Aide/Teacher
Lavinia Schiavone	Classroom Aide
Michelle Wallace	Nurse/Teacher
Denise Schiavo	Teacher

B. Assistant School Business Administrator/Assistant Board Secretary Job Description

Motion to approve the Assistant School Business Administrator/Assistant Board Secretary job description as presented.

C. Stipend Positions

Motion to approve stipend/XCOMP positions for the 2020/2021 school year with approved timesheets:

- Additional Hours: Up to 20 hrs., Denise Lake and Bianca Aniski for COVID-related work retroactive to August 1, 2020, at the XCOMP rate of \$35/hr.

D. Salary Allocations

Motion to approve salary allocations from the FY 2021 ESSA Grant (Every Student Succeeds Act) as follows:

<u>Grant</u>	<u>Name & Position</u>	<u>Total Salary</u>	<u>Grant Allocation</u>	<u>%</u>
Title I	Heidi DeBiasi, BSI	\$91,979	\$39,652	43%
Title IV	Patti Gerety, BSI	\$93,769	\$7,143	8%

E. Substitute Rate Increase

Motion to approve substitute rate hourly increases due to the minimum wage increase to \$12/hr. January 1, 2021 as follows:

- Certificated staff increase from \$90 to \$110
- Paraprofessional staff increase from \$11.00 to \$12.41 (\$90 a day)

F. Letter of Resignation

Motion to accept a letter of resignation from employee #4298 effective October 16, 2020.

Mrs. Hartmann noted that there was no employee information provided for one of the substitutes in Item A. Mr. Birney explained that she was previously employed as a substitute in the district.

Upon a roll call vote, motion carried:

Item A

Ayes(7): Mrs. Bowker, Mr. Fenimore, Mrs. Hartmann (Item A with the exception of D.S.), Mrs. Hoffacker, Mrs. Raber (Item A with the exception of D.S.), Mr. Schragger, Mrs. Wasilewski

Nays: 0

Abstain: Mrs. Southwick

Upon a roll call vote, motion carried:

Items B-F

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

Nays: 0

Abstain: 0

13. **POLICY**

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

A. Policy

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

Revised Policies/regulations:

Policy 1648.02 Remote Learning Options for Families (N) (M)

Policy 1648.03 Restart & Recovery Plan - Full Time Remote Instruction (N) (M)

Policy 2270 Religion in Schools (R)

Policy 2431.3 Heat Participation Policy for Student Athlete Safety (R) (M)

Policy 2622 Student Assessment (R) (M)

Policy and Regulation 5111 Eligibility of Resident/Nonresident Students (R) (M)

Policy and Regulation 5200 Attendance (R) (M)

Policy and Regulation 5320 Immunization (R) (R)

Policy and Regulation 5330.04 Administering an Opioid Antidote (R) (M)

Policy and Regulation 5610 Suspension (R) (M)

Policy 5620 Expulsion (R) (M)

Policy and Regulation 8320 Personnel Records (R) (M)

Mrs. Hartmann asked to withhold Policy #2270 until further clarification is received. Mr. Fenimore asked to review the entire policy. Ms. Kelly explained that the only change is clarification that "district officials show no favoritism towards, nor hostility against religious expression such as prayer."

Upon a roll call vote, motion carried:

Ayes(8): Mrs. Bowker, Mr. Fenimore, Mrs. Hartmann (with the exception of #2270), Mrs. Hoffacker, Mrs. Raber, Mr. Schragger, Mrs. Southwick, Mrs. Wasilewski

Nays: 0

Abstain: 0

14. FINANCE

Motion by Kristy Raber, second by Georgene Hartmann 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 September 2020.

- a. Report of the Secretary dated September 30, 2020
- b. Report of the Treasurer dated September 30, 2020

2. Statement of Cash Balances

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

11-17-, 2020

B. Transfers

Motion to approve the September 2020 transfer report.

C. Bills List

Motion to approve the October 15, 2020 Bills List, totaling \$251,178.35

D. Travel and Training

Motion to approve the following travel/training expenses.

Date	Name	Position	Workshop	Location	Cost
10/20/20 - 10/22/20	Board of Education and Administration		NJ School Boards Workshop	Virtual - available for 365 days	\$900 registration
10/27/20	Denise Lake	Nurse	Supporting LGBTQ Youth: Best Practice Guidelines	Virtual	\$25 registration
12/14/20	Rosa Warfel	Teacher	Strengthen World Language Instruction w/use of Google Classroom and Tools	Virtual	\$279 registration

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

15. ANNUAL APPROVALS/CONTRACTS

Motion by Kristy Raber, second by Eileen Bowker to approve the following:

- A. Professional Development Plan and Mentoring Plan
Motion to adopt the Long Beach Island School District's Professional Development Plan and Mentoring Plan for the 2020-2021 school year as recommended by the ScIP Committee.
- B. Nursing Services Plan
Motion to approve the 2020-2021 Long Beach Island School District Nursing Services Plan as presented.
- C. Annual Maintenance Worksheet M-1 and Comprehensive Maintenance Plan FY 20-21
Motion to approve the Long Beach Island School District Annual Maintenance Budget Worksheet, M-1 and the District's Three-Year Comprehensive Maintenance Plan 2020-2021 as presented.
- D. Annual Contract Agreement
Motion to approve annual support and maintenance contracts beginning July 1, 2020, to June 30, 2021, as follows:
 - Surf Fire and Security, \$1,900, inspection, maintenance, and monitoring of alarm systems at EJ School, LBI School, and Bus Garage
- E. Snow Removal Agreement
Motion to approve a contract in accordance with the proposal as written by David Ash, 908 Long Beach BLVD, Surf City, NJ, for snow removal services.
- F. Bus Maintenance/Repair Agreement
Motion to approve a contract in accordance with the proposal as written by ERS Fleet Repair, Flint Road, South Toms River, NJ, for bus maintenance and repair.
- G. Uniform Memorandum of Agreement
Motion to approve the 2020/2021 Uniform State Memorandum of Agreement between Education and Law Enforcement Officials.
- H. Transportation Contract
Motion to approve a contract with Monmouth-Ocean Educational Services Commission to provide transportation for one student to the Educational Academy in Lacey for the 2020-2021 at a per diem of \$335.61 for a total cost of \$60,409.80. (This does not include extended school year.)
- I. Bus Evacuation Drills 2020-2021
Be it Resolved, that upon the recommendation of the Superintendent, the Board of Education acknowledges the completion of the first of two of the required School Bus Evacuation Drills for the 2020-2021 school year on October 14, 2020. New Jersey Administrative Code 6:21-11.3 requires two school bus evacuation drills yearly.

J. Additional Bandwidth

Motion to approve the purchase of additional Bandwidth from Comcast at a cost of \$17,418.12 (to be prorated for the period covered and offset by up to 50% Erate rebate). Purchased through the Educational Services Commission of NJ.

K. Insurance Coverages:

Motion to approve an additional insurance policy and an adjustment to the Employee Bond premium for the 2020-2021 School Year at the premiums shown, and that payments be made when bills are received based upon the terms, conditions, and endorsements or the policies, as shown:

Environmental Site Pollution Liability (Mold)	\$9,480
Employee Bond Increase	\$43.00

Mrs. Hartmann noted that the document provided for Item G had the year 2019 on it. The year on the MOA is correct, and the 2020 signature pages will be updated when signatures are completed and returned by the County Department of Education.

Upon a roll call vote, motion carried:

Ayes(8): Mrs. Bowker, Mr. Fenimore, Mrs. Hartmann (with the exception of Item G),
Mrs. Hoffacker, Mrs. Raber, Mr. Schragger, Mrs. Southwick, Mrs. Wasilewski

Nays: 0

Abstain: 0

16. **EDUCATIONAL**

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

A. HIB Report

Motion to accept the Harassment, Intimidation and Bullying report as presented in Executive Session.

Dr. Kopack reported: one investigation - not confirmed as HIB.

B. Student Safety Data System Report Period 2

Motion to approve the Student Safety Data System (SSDS) 2019-2020 Report Period 2 as presented in Executive Session.

Dr. Kopack reported: one incident (other incident leading to removal) and no trainings

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

17. **UNFINISHED/NEW BUSINESS**

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

A. ESSA Grant Acceptance

Be It Resolved, that the Long Beach Island School District accepts The Coronavirus Relief Fund (CRF) Grant in the amount of \$8,684 to address health and safety measures necessary to support reopening for in-person instruction and to support students during periods of remote learning.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

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

B. Grant Application

Motion to approve submission of the following grant application. There will be no financial impact to the Board of Education from this grant:

- Denise Lake: Healthy Schools, Healthy Children from Atlanticare: A \$1,000 Innovation Grant that would allow for an after-school garden club. If we are a recipient, the monies would be used to purchase supplies for the garden and provide a stipend for the coordinator.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

Mr. Schragger asked to recall and revote on the motion below which failed from the September 15, 2020 Board meeting.

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

C. Property Appraisals

Motion to approve Integra Realty Resources-Coastal, NJ to conduct property appraisals at both the Long Beach Island Grade School and Ethel Jacobsen School at a cost of \$8,450.

Mr. Fenimore asked how many proposals were received for the appraisals. Ms. Kelly responded that three companies were contacted, and this company was the only one that responded.

Upon a roll call vote, motion carried:

Ayes(5): Mrs. Hoffacker, Mrs. Raber, Mr. Schragger, Mrs. Southwick, Mrs. Wasilewski

Nays(3): Mrs. Bowker, Mr. Fenimore, Mrs. Hartmann,

Abstain: 0

20. **ANNOUNCEMENTS**

A. Dates to Remember

October 19-21:	Parent/Teacher Conferences Early Dismissal (EJ School 1:00 and LBI School 1:10)
October 19-Nov. 1	LBI PTA Scholastic Virtual Book Fair
October 31:	Halloween
November 2-6:	School Closed Election Day/Veteran's Day/NJEA Convention
November 3:	Election Day
November 11:	Veteran's Day
November 17:	Board of Education Meeting, LBI Grade School (virtual for public), 7 p.m.

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

- HVAC

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

RESOLUTION: Resolved that the Board of Education will open its next scheduled Executive Session meeting on November 17, 2020, 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. This meeting will be virtual for members of the public.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

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

22. **ADJOURNMENT**

At 7:41p.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