

LONG BEACH ISLAND BOARD OF EDUCATION
Long Beach Island, New Jersey
REGULAR MEETING
November 17, 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 November 17, 2020.

Board President, Colette Southwick, called the meeting to order at 7:03 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. Wasilewski Mrs. Southwick

PRESENT REMOTELY:

Mrs. Bowker	Mrs. Hartmann	Mr. Schragger
Mr. Fenimore	Mrs. Hoffacker	Mrs. Raber

ABSENT: Mr. McMenamin

OTHERS PRESENT: Dr. Peter Kopack, Superintendent
Ms. Chris Kelly, School Business Administrator/Board Secretary
Mr. Anthony Sciarillo, Esq.
Mr. Frank Birney, Principal (remotely)

4. **SPECIAL PRESENTATIONS**

- A. Jerry Conaty, Holman Frenia Allison, P.C. presented the 2019/2020 Comprehensive Annual Financial Report and Auditors' Management Report. There were no findings or recommendations. Mr. Conaty thanked Ms. Kelly and her staff for their cooperation throughout the audit process.

Mrs. Hartmann asked for an explanation of the Capital Reserve balance. Mr. Conaty explained that unspent funds for capital projects were returned to surplus and additional funds were approved for deposit into the Capital Reserve fund.

- B. i-Ready Assessments and Data Driven Instruction Presentation: Mrs. Sheplin and Dr. Kopack gave a PowerPoint presentation on i-Ready instruction which gave an overview of the program which included: ELA and Math grade-level data, assessment schedule, professional development, and diagnostic reports for parents. The presentation is posted on the district website. Dr. Kopack thanked Mrs. Sheplin for her work on i-Ready and the Language Arts Literacy update.

5. **REPORT OF THE SUPERINTENDENT:** Dr. Kopack thanked everyone for attending the meeting, and thanked the Board of Education, teachers, staff, students, and parents for their continued support. Dr. Kopack reported that the district faced it's first COVID-19 challenge this past weekend and thanked the LBI Health Department and staff for the quick response, and reported that the district continues to closely monitor state and local events and will communicate any changes with parents. He thanked students and staff for their participation in Veterans Day events and thanked Kapler's Pharmacy for the donation of 80 flags for our celebration. Dr. Kopack thanked district families for their participation in the LBI Kiwanis Club's "Socktober" event--650 pairs of socks were donated to the "Happy Feet" campaign. Dr. Kopack congratulated Addy Slaven, 6th grade student, for being recognized as a National winner in the Garden Club Poetry Contest. He reported that grade levels are working together and projects are posted online or on the district's Twitter feed, thanked students and Mrs. Oldham for creating a large flag which is located in the main hallway at the LBI Grade School, and reminded parents to reach out to administration with any questions or concerns.
6. **REPORT OF THE PRINCIPAL:** Mr. Birney thanked families and staff members for their support and reported on grade level happenings: Classes are learning about Thanksgiving, Kindergarten continues to work on sight words, 2nd grade projects are on display, Mr. LaMarco harvested cauliflower with a 1st grade class for a taste testing, and students and staff are looking forward to Thanksgiving and the holiday season.
7. **REPORT OF THE PRESIDENT:** Mrs. Southwick thanked everyone for their continued support, noted that the first marking period is coming to an end, she reported on the election and thanked Mrs. Hartmann for her 25 years of service, and thanked Mr. McMenamin and Mr. Fenimore for their service. She congratulated and is looking forward to working with new representatives: Ms. Linkewich, Surf City, Ms. Chung, Ship Bottom and Ms. Hagler, Long Beach Township. Mrs. Southwick reported that the Strategic Plan is on hold until January 2021, and that there will be no meetings prior to January. She reported that the State of the Community and State of the Schools reports were presented in August, and she wished everyone a safe and happy Thanksgiving.
8. **PUBLIC COMMENT – AGENDA ITEMS ONLY:** None
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:

October 20, 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 - no report but Dr. Kopack noted that there are personnel items on the agenda for approval.
- Policy: Georgene Hartmann - no report
- Building/Grounds/Transportation/Finance: Kristy Raber - no report. Mrs. Bowker asked why the committee didn't meet. Mrs. Southwick said there was nothing to discuss so a meeting wasn't called. Mrs. Raber noted that a meeting will be scheduled soon.
- Curriculum: Eileen Bowker - Dr. Kopack reported that the committee met on November 12th and the following was reviewed: i-Ready program (presentation is posted on the web), grades and comments, report cards--online, printed and sent home, i-Ready professional development, articulation for teachers, LEAP Program, Language Arts update (posted online), new math program information will be posted, virtual learning, Google Classrooms and updates. The next meeting is scheduled for January 7th at 3:30.
- Public Relations/Strategic Plan: Mrs. Southwick reported that she gave an update earlier in the meeting.
- PTA Liaison: Brielle Hoffacker reported on the Book Fair, recess bags, membership directory, and spirit wear for spring. A PTA meeting is scheduled for tomorrow.

12. **PERSONNEL**

Motion by Marilyn Wasilewski, second by Kristy Raber 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:

Mary Montone	Teacher/Classroom Aide
Melanie Buda	Teacher/Classroom Aide
Joanne Petruzzi	Secretary/Classroom Aide

B. Part-time Paraprofessional

Motion to approve the employment of Debra Cifone as a part-time paraprofessional effective November 18, 2020 through the end of the 2020-2021 school year at the annual salary of \$17,854 prorated (step A on the Paraprofessional Salary Guide). Benefits are not included.

Addendum Item:

C. (Withdrawn) Leave of Absence

Motion to approve the extension of an unpaid leave of absence for employee #4163 from November 30, 2020 through January 3, 2021.

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

13. **POLICY**

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

A. Policy

Motion to approve the second reading/adoption of the following new/revised policies and regulations (subject to attorney review):

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)

B. Suspension of Bylaw

Move the Board of Education suspend Bylaw 0131 that requires two readings to adopt a Bylaw or Policy and adopt Bylaw 0164.6 with one reading to be in compliance with the new emergency regulations regarding remote meetings held during a Governor-declared emergency, N.J.A.C. 5:39-1.1 through 1.7, promulgated by Department of Community Affairs.

C. Bylaw Adoption

Motion to approve and adopt the following new Bylaw (subject to attorney review):

Bylaw 0164.6 Remote Public Board Meeting During a Declared Emergency (M) (New)

Mrs. Hartmann said that the Bylaws need some discussion and that when voting, the bylaw needs to be included in the policy. Mr. Schragger asked if Mr. Sciarillo reviewed items B and C. Mr. Sciarillo said that he did not review the policies. Ms. Kelly noted that Strauss Esmay is a group of attorneys that provides the policies. Mr. Sciarillo suggested the policies be approved subject to attorney review. Ms. Kelly reviewed and gave an explanation of the mandatory Bylaw.

Upon a roll call vote, motion carried:

Ayes(6): Mrs. Bowker, Mr. Fenimore, Mrs. Hoffacker, Mrs. Raber, Mrs. Southwick, Mrs. Wasilewski

Nays: 0

Abstain: Mrs. Hartmann, Mr. Schragger

14. **FINANCE**

Motion by Kristy Raber, 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 October 2020.

a. Report of the Secretary dated October 31, 2020

b. Report of the Treasurer dated October 31, 2020

2. Statement of Cash Balances

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

12-16, 2020

B. Transfers

Motion to approve the October 2020 transfer report.

C. Bills List

Motion to approve the November 12, 2020 Bills List, totaling \$204,495.31

D. Travel and Training

Motion to approve the following travel/training expenses.

Date	Name	Position	Workshop	Location	Cost
12/10/2020	Chloe Sheplin	Teacher	NJ School Law Update	Virtual	\$299 registration
11/30/20 - 12/4/20	Suzanne D'Arcangelo	Speech	Orton-Gillingham Training	Virtual	\$1,275 registration
1/11/21 - 1/13/21	Lisa Boyd	Teacher	Orton-Gillingham Training	Virtual	\$1,000 registration
Various dates 12/7/20 - 6/30/21	Meghan Lee	Assistant BA	NJASBO Classes (30 Classes)	Virtual	\$1,190 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 Brielle Hoffacker to approve the following:

A. Internet and WAN Services

Motion to approve Comcast to provide Internet and WAN services at a monthly cost of \$1,778.43 and \$858.26 respectively for the fiscal year ending June 30, 2021. Subject to attorney review.

B. Snow Removal Indemnification Agreement

Motion to approve an Indemnification Agreement between the Long Beach Island School District and the Borough of Surf City for snow removal services beginning December 1, 2020 through April 30, 2021.

- C. Anti-Bullying Bill of Rights Act Self-Assessment 2019-2020
Motion to approve the submission of the School Self-Assessment for Determining Grades under the *Anti-Bullying Bill of Rights Act* July 1, 2019 to June 30, 2020 to the Department of Education for the Ethel Jacobsen School and the Long Beach Island Grade School.
- D. Memorandum of Understanding
Motion to approve the 2020-2021 Memorandum of Understanding between the Long Beach Island School District and the Long Beach Township and Ship Bottom Police Departments for Closed Circuit Television (CCTV) system access.

Mr. Schragger asked if Mr. Sciarillo reviewed items A through D. Mr. Sciarillo said that he has reviewed the CCTV MOU, snow removal contract, Anti-Bullying Self-Assessment (standard for all school district's with the exception of the district name)—so yes. He did not review item A. Item A will be approved subject to attorney review.

Upon a roll call vote, motion carried:

Ayes(8): Mrs. Bowker, Mr. Fenimore, Mrs. Hartmann, Mrs. Hoffacker, Mrs. Raber, Mr. Schragger (Item A approved subject to attorney review), 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 that there were no incidents.

Mr. Sciarillo noted that there was a question earlier in the meeting and reported that the minutes will reflect the results of the vote and that Dr. Kopack made a report that there were no findings of HIB since the last meeting.

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 Marilyn Wasilewski, second by Kristy Raber to approve the following:

- A. 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:
- James LaMarco: AtlantiCare Healthy Schools Healthy Children Grant, Physical Activity Innovation Grant in the amount of \$1,000 or Physical Activity Enhancement Grant in the amount of \$750. The grant would supply additional equipment and/or programming related to increasing physical activity.

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

B. School Security Grant Application

Motion to approve the submission of the School Security Grant Application N.J.A.C. 6A:26A-4.4(c) in the amount not to exceed \$20,000 for Alyssa Law Compliance completed and paid for in 2016.

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

C. Preliminary 2021 Board Meeting Calendar: Board members reviewed and discussed the 2021 meeting calendar. It was suggested that the December date be moved to earlier in the month. Also, a typo was noted on the January 2022 reorganization date.

Addendum Item:

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

D. Contract Approval

Motion to enter into a contract with Bayada Home Health Care, Inc., 144 Hooper Avenue, Suite 302, Toms River, NJ, for substitute school nursing services if needed from November 13, 2020 through June 30, 2021, in accordance with the contract. Subject to attorney review.

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

18. **ANNOUNCEMENTS**

A. Dates to Remember

November 25: Early dismissal (EJ-1:00/LBI-1:10)

November 26 & 27: School Closed - Thanksgiving Recess

December 15: Board of Education Meeting, LBI Grade School (virtual for public),
7 p.m.

B. Donations

Thank you for the following donations to the Long Beach Island School District:

- Daymark Restaurant, Barnegat Light: 17 wood picnic tables to be used in our outdoor classroom areas
- Kapler's Pharmacy in Beach Haven: 80 stick flags for our Veteran's Day celebration

19. **PUBLIC COMMENT:** None

20. **Motion by Marilyn Wasikewski, second by Eileen Bowker to approve the following:**

RESOLUTION: Resolved that the Board of Education will open its next scheduled Executive Session meeting on December 15, 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 7:59 p.m., a motion was made by Marilyn Wasilewski, second by Brielle Hoffacker to adjourn.
All in favor.

Respectfully Submitted,



Kathy Sheplin
Assistant to the Board Secretary