

LONG BEACH ISLAND BOARD OF EDUCATION
Long Beach Island, New Jersey
REGULAR MEETING
December 15, 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 December 15, 2020.

Board President, Colette Southwick, called the meeting to order at 7:00 p.m. and read the following statement:

"This meeting is hereby called to order. 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, the Long Beach Island Grade School building and on the district website. The notice has been posted in the Board of Education Office, Ethel A. Jacobsen School building and Long Beach Island Grade School building. 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. Hoffacker Mr. Fenimore Mrs. Raber
Mr. Schragger (joined at 7:10 p.m.)

ABSENT: Mrs. Hartmann Mr. McMenamin

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

4. **REPORT OF THE SUPERINTENDENT:** Dr. Kopack thanked Mrs. Yeager for her 25 years of service to the LBI School District. Reported that the district will transition to virtual learning December 21-23 and January 4-8 and plans to return to in-person instruction on January 11th. He reported that free breakfast and lunch will be available for all students. Dr. Kopack thanked teachers and staff for their innovation and support for the first half of the school year. Social-emotional learning classes for December focused on the school community by creating posters and flyers for the food drive for St. Francis, decorated shopping carts for food donations, made cards for nursing home residents, and designed posters for our school flannel and festive week. In the news, Richie Southwick was in *The Sandpaper* for his Bunker Bros apparel business and ways it is giving back to the community. Dr. Kopack wished everyone a happy and safe holiday.

5. **REPORT OF THE PRINCIPAL:** Mr. Birney thanked the PTA for the items provided for students for indoor recess, reported on the "Worry Woos" assembly, PreK is learning about transportation and the big question, "Why should they try their best?", Kindergarten is working on sight words, 1st and 2nd grades are working on i-Ready and Orton, and all students are preparing for virtual learning.
6. **REPORT OF THE PRESIDENT:** Mrs. Southwick thanked the Board for their work in 2020, and thanked them for allowing her to serve as President along with Vice President, Mrs. Wasilewski. Thanked Mrs. Hartmann for her 25 years of service and introduced new Board Members: Kelly Linkewich, Surf City, Stephanie Chung, Ship Bottom and Danni Hagler, Long Beach Township. Mrs. Southwick thanked the administration, teachers and staff for their perseverance this school year, thanked the community, parents, and PTA for their support, congratulated Mrs. Yeager on her retirement, and wished everyone happy holidays and happy new year.
7. **PUBLIC COMMENT – AGENDA ITEMS ONLY:** Members of the public commented, asked questions on the following topics:
 - Remote learning

Mrs. Raber complimented the administration on the decision to go virtual prior to and after the holiday.

8. **BOARD CORRESPONDENCE:** None
9. **APPROVAL OF MINUTES**

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

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

November 17, 2020: Regular and Closed Session

Upon a roll call vote, motion carried:

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

Nays(1): Mr. Schragger

Abstain: 0

10. **COMMITTEE REPORTS**
 - Negotiations: Marilyn Wasilewski - no report
 - Personnel: Brielle Hoffacker reported that the committee met. She congratulated Mrs. Yeager on her retirement, reported on hiring Mrs. Yeager's replacement, and substitute personnel.
 - Policy: Georgene Hartmann - no report
 - Building/Grounds/Transportation/Finance: Kristy Raber reported on the budget/budget calendar, expenditures for upcoming year--bus, out of district tuition, 2% tax levy increase, increase in substitute nurse pay, snow removal for EJ School, timeline from architect for renovations to either building, obtaining title searches for both buildings, enrollment update. Mr. Fenimore asked if there was an update on appraisals for both schools. Mr. Sciarillo said not at this time, but he will follow up on it.
 - Curriculum: Dr. Kopack reported that the committee will meet in January.
 - Public Relations/Strategic Plan: Peter Kopack/Chris Kelly - no report
 - PTA Liaison: Brielle Hoffacker reported that a meeting is scheduled for January.

11. **PERSONNEL**

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

- A. Letter of Intent to Retire
Motion to accept a letter of intent to retire from Wendy Yeager, Teacher. Mrs. Yeager's last day of employment was November 30, 2020. Mrs. Yeager has been a teacher in the LBI School District since 1995.
- B. Gifted & Talented/Elementary Teacher
Motion to approve the employment of Matthew Brady as a Gifted & Talented/Elementary Teacher beginning on or about February 1, 2021 for the 2020-2021 school year at the annual salary of \$59,279 prorated (step 1 on the BA salary guide). Pending receipt of required paperwork.
- C. 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:
- Christine Cooper Teacher/Classroom Aide
- D. Stipend Position
Motion to approve a stipend/XCOMP position for the 2020/2021 school year with approved timesheet:
- Curriculum Committee: 1 hour @ \$35/hour: Cathy McBride

Mrs. Southwick congratulated Mr. Brady on his employment.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

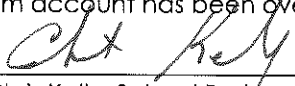
12. **FINANCE**

Motion by Marilyn Wasilewski, second by Kristy Raber 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 November 2020.
 - a. Report of the Secretary dated November 30, 2020
 - b. Report of the Treasurer dated November 30, 2020
 2. Statement of Cash Balances
Motion to accept the Statement of Cash Balances for the month of November 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 November 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

1/26, 2020

B. Transfers

Motion to approve the November 2020 transfer report.

C. Bills List

Motion to approve the December 10, 2020 Bills List, totaling \$189,050.24

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

13. **ANNUAL APPROVALS/CONTRACTS**

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

A. Snow Removal Ethel Jacobsen School

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.

B. 2021/2022 School Calendar

Motion to approve the 2021/2022 school calendar as presented.

Mr. Schragger asked for the terms of the proposal from David Ash for snow removal at the EJ School. Ms. Kelly said that she reached out to three companies. David Ash handles snow removal at the LBI Grade School, and the cost is based on depth of snow and how much plowing is required. Once approved by the BOE, a purchase order is created and PO becomes the contract. The insurance certificate is being updated to include the EJ School.

Upon a roll call vote, motion carried:

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

Nays(2): Mr. Fenimore, Mr. Schragger

Abstain: 0

14. **EDUCATIONAL**

Motion by Marilyn Wasilewski, 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.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

15. **UNFINISHED/NEW BUSINESS**

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

- A. 2021 Board Meeting Calendar: Discussion
- B. Virtual Instruction Days
Motion to approve the transition to remote learning for the following days: December 21-23, 2020 and January 4-8, 2021.

Mr. Schragger suggested that the Board calendar be reviewed with the new members for scheduling conflicts. Mrs. Southick responded that it is approved in January. Mrs. Raber asked about the December meeting. Ms. Kelly said it was moved to December 14th.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

16. **ANNOUNCEMENTS**

- A. Dates to Remember
December 21-23: Virtual Instruction

December 24-Jan. 4: School Closed - Winter Recess

January 4-8: Virtual Instruction

January 5, 2021: Board of Education Reorganization Meeting (Virtual for Public), 7 p.m.

17. **PUBLIC COMMENT:** None

Mrs. Raber thanked Wendy Yeager for her years of service.

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

19. **ADJOURNMENT**

At 7:25 p.m., a motion was made by Marilyn Wasilewski, second by Kristy Raber to adjourn. All in favor.

Respectfully Submitted,



Kathy Sheplin
Assistant to the Board Secretary