

LONG BEACH ISLAND BOARD OF EDUCATION
Long Beach Island, New Jersey
REGULAR MEETING
March 12, 2019
Long Beach Island Grade School Media Center
Executive (Closed) Session 6:00 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 March 12, 2019.

Board President, William Fenimore, called the meeting to order at 7:01 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 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. 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	Mr. McMenamin	Mrs. Wasilewski
	Mr. Donahower	Mrs. Raber	Mrs. Picaro
	Mrs. Southwick	Mr. Fenimore	

ABSENT: Mrs. Hartmann

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

4. **REPORT OF THE SUPERINTENDENT:** Dr. Kopack thanked the teachers for a spectacular Read Across America Day. Colin Olcott, former LBI student, hosted the Family Feud game and all had fun. Fun and Fitness Night was well attend and a good time was had by all. Dr. Kopack thanked the PTA for hosting the Spring Dance, thanked 3rd grade students for writing and submitting their persuasive essays to him, noted that 4th grade students continue to tour the Midwest, 5th grade students had a successful parachute launch in science, and 6th grade students will be hosting Shark Tank on March 21, 2019 at 12:30 p.m. Board Members expressed interest in participating as Sharks.
5. **REPORT OF THE PRINCIPAL:** Mr. Birney reviewed grade level happenings as follows: PreK-half day continues their dramatic play with a pizzeria, ice cream shop and flower shop, PreK-full day continues their box exploration, Kindergarten is working on composing and decomposing numbers 11-19, 1st grade continues to enjoy their flexible seating, and 2nd grade wrote persuasive essays (There were many requests for class pets.) and continue to use Chromebooks. Spring garden planting has begun. Mr. Birney thanked the Harvey Cedars Police for their book donations and noted that Preschool and Kindergarten registration will be the week of April 1st.
6. **PUBLIC COMMENT – AGENDA ITEMS ONLY:** Members of the public commented, asked questions on the following topics:

- Public correspondence from January

7. **BOARD CORRESPONDENCE**

8. **APPROVAL OF MINUTES**

Motion by Bonnie Picaro, second by John McMenamin to approve the following:

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

February 19, 2019: Regular and Closed Session

Upon a roll call vote, motion carried:

Ayes (8): Mrs. Bowker, Mr. Donahower, Mr. McMenamin, Mrs. Raber, Mrs. Southwick, Mrs. Wasilewski,
Mrs. Picaro, Mr. Fenimore

Nays: 0

Abstain: 0

9. **COMMITTEE REPORTS**

- Negotiations: Marilyn Wasilewski reported that the next meeting is scheduled for March 21st.
- Personnel: Bonnie Picaro – No report
- Policy: James Donahower reported that the committee met and policies are on the agenda for approval.
- Building/Grounds/Transportation: Bonnie Picaro – No report
- Finance: John McMenamin gave a summary of bills and claims from the bills list.
- Curriculum: Colette Southwick reported that the committee met on February 25th and noted that she is thrilled to be on this committee. She reported on the professional development day on February 15th, Read Across America events, and noted that School Performance Reports were released. The following topics were also discussed: curriculum writing, Parent/Teacher Conferences, report card distribution, electronic opening day packets, and Blackboard notification system for next year.
- Public Relations/Strategic Plan: Eileen Bowker reported that the contract was approved at the last meeting, and she is waiting for NJSBA to contact her with dates to start the process. She will begin to gather information on those interested in participating in the Strategic Plan process.
- Community Roundtable: William Fenimore – No report.

10. **PERSONNEL**

Motion by Bonnie Picaro, second by Marilyn Wasilewski to approve the following:

A. Salary Revision

Motion to revise the salary of Kristen Zafonte, second grade long-term substitute teacher, effective March 25, 2019 through the end of the school year at the annual salary of \$57,404 prorated at the per diem rate of \$287.02/day (step 1 on the BA salary guide).

B. Mentor

Motion to approve Karen Beetel, Special Education Teacher, as a mentor for Nicole Johnson, Long-term Substitute (Resource Teacher), at a cost of \$550 prorated in accordance with NJ DOE Mentor requirements and the Long Beach Island School District Mentoring Plan.

C. Substitute Personnel

Motion to approve substitute personnel for the 2018-2019 school year as follows pending receipt of required paperwork and completion of required substitute orientation:

Gail Cragg	Classroom Aide
Kristina Rutherford	Teacher
Robin Tilton	Teacher
Ellen Reilly	Teacher
Kathleen Reilly	Teacher

Upon a roll call vote, motion carried:

Ayes (8): Mrs. Bowker, Mr. Donahower, Mr. McMenamin, Mrs. Raber, Mrs. Southwick, Mrs. Wasilewski, Mrs. Picaro, Mr. Fenimore

Nays: 0

Abstain: 0

11. **POLICY**

Motion by Eileen Bowker, second by James Donahower to approve the following:

A. Policy Revisions

Motion to approve the second reading and adoption of the following revised policies:

- Policy 2422: Health and Physical Education (M) (Revised)
- Policy 2610: Educational Program Evaluation (M) (Revised)
- Policy 4219: Commercial Driver's License Controlled Substance and Alcohol Use Testing (M) (Revised)
- Policy & Regulation 5111: Eligibility of Resident/Nonresident Students (M) (Revised)
- Policy 5337: Service Animals (Revised)
- Policy 5756: Transgender Students (M) (Revised)
- Policy & Regulation 7440: School District Security (M) (Revised)
- Policy 8860: Memorials (Revised)
- Policy 2415.06: Unsafe School Choice Option (M) (Revised)
- Regulation 2460.8: Special Education – Free and Appropriate Public Education (M) (Revised)
- Regulation 5530: Substance Abuse (M) (Revised)
- Policy & Regulation 5600: Student Discipline/Code of Conduct (M) (Revised)
- Policy & Regulation 5611: Removal of Students for Firearms Offenses (M) (Revised)
- Policy & Regulation 5612: Assaults on District Board of Education Members or Employees (M) (Revised)
- Policy & Regulation 5613: Removal of Students for Assaults with Weapons Offenses (M) (Revised)
- Policy & Regulation 8461: Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses (M) (Revised)

Mr. Donahower noted that all but two policies are mandated (Service Animals and Memorials are not).

Upon a roll call vote, motion carried:

Ayes (8): Mrs. Bowker, Mr. Donahower, Mr. McMenamin, Mrs. Raber, Mrs. Southwick, Mrs. Wasilewski,
Mrs. Picaro, Mr. Fenimore

Nays: 0

Abstain: 0

12. BUILDING/GROUNDS/TRANSPORTATION

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

A. Use of Facilities

Motion to approve use of facilities as follows, pending receipt of certificate of insurance:

1. LBI PTA, LBI Gym, for SurfFlight to Go presentation of "School House Rock II," April 18, 2019 at 2 p.m.
2. Surf City Police, EJ School, April 13 or 20, 2019.

Upon a roll call vote, motion carried:

Ayes (8): Mrs. Bowker, Mr. Donahower, Mr. McMenamin, Mrs. Raber, Mrs. Southwick, Mrs. Wasilewski,
Mrs. Picaro, Mr. Fenimore

Nays: 0

Abstain: 0

13. FINANCE

Motion by John McMenamin, second by Bonnie Picaro to approve the following:

A. Financial Reports

1a. ADOPTION OF PRELIMINARY BUDGET 2019-2020

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

BE IT RESOLVED that the preliminary budget be approved for the 2019-2020 School Year using the state aid figures

BE IT FURTHER RESOLVED the Secretary to the Board of Education be authorized to submit the following preliminary budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	GENERAL FUND	SPECIAL REVENUES	TOTAL
2019-2020 Total Expenditures	9,185,854	116,179	9,302,033
Less: Anticipated Revenues	2,579,787	116,179	2,695,966
Taxes to be Raised	6,606,067	0	6,606,067

Board Members and Ms. Kelly discussed the following about the budget: tax levy (2%), reduction in State Aid, and Capital Reserve.

Upon a roll call vote, motion carried:

Ayes (8): Mrs. Bowker, Mr. Donahower, Mr. McMenamin, Mrs. Raber, Mrs. Southwick, Mrs. Wasilewski,
Mrs. Picaro, Mr. Fenimore

Nays: 0

Abstain: 0

Motion by James Donahower, second by Eileen Bowker to approve the following:

1b. Travel Expenditure

Whereas, pursuant to N.J.S.A. 18A:11-12 (4p), in each pre-budget year, the Long Beach Island School District Board of Education is required to establish a maximum travel expenditure amount for the budget year which may not be exceeded; and

Whereas, the Board of Education had determined that the total amount of travel expenditures supported by State and local funds for the 2018-2019 school year, was \$20,090; and

Whereas, the board has determined that the total amount of travel expenditures supported by State and local funds as of March 9, 2019 for 2018-2019 were \$10,500; and

Whereas, the Board of Education determined at its March 12, 2019 board meeting that the maximum 2019-2020 local travel expenditure amount including all travel that is supported by State and local funds to be \$19,120; and

Whereas, the Board of Education resolution did not address the election to exclude travel expenditures supported by federal funds from the maximum travel expenditure amount; and

Resolved that the Long Beach Island School District Board of Education hereby elects to exclude federal travel expenditures supported by federal funds from the maximum travel expenditure amount and reaffirms the maximum travel expenditure amount for the 2019-2020 school year to be \$19,120.

Mrs. Picaro asked if this is a new motion. Ms. Kelly said submission is required with the preliminary budget. Mrs. Southwick asked about the Capital Reserve.

Upon a roll call vote, motion carried:

Ayes (8): Mrs. Bowker, Mr. Donahower, Mr. McMenamin, Mrs. Raber, Mrs. Southwick, Mrs. Wasilewski, Mrs. Picaro, Mr. Fenimore

Nays: 0

Abstain: 0

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

2. Comprehensive Annual Financial Report

BE IT RESOLVED BY THE LONG BEACH ISLAND BOARD OF EDUCATION that it acknowledges receipt of the 2017/2018 school year audit, that a copy of the Summary of Audit Report is available for public inspection; and

BE IT FURTHER RESOLVED that the Long Beach Island Board of Education acknowledges that there is one (1) audit recommendation and that a Corrective Action Plan will be filed with the Ocean County Office of the New Jersey Department of Education; and

BE IT FURTHER RESOLVED that the Long Beach Island Board of Education acknowledges the audit recommendation, "that the Board Secretary & Treasurer of School Monies properly reconcile all bank accounts and tie those cash balances to the monthly reports of both the Board Secretary & Treasurer of School Monies;" and

BE IT FURTHER RESOLVED that the Long Beach Island Board of Education approve the Corrective Action Plan for the aforementioned recommendation

Upon a roll call vote, motion carried:

Ayes (8): Mrs. Bowker, Mr. Donahower, Mr. McMenamin, Mrs. Raber, Mrs. Southwick, Mrs. Wasilewski,
Mrs. Picaro, Mr. Fenimore

Nays: 0

Abstain: 0

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

3. Financial Reports of the Secretary to the Board of Education

Motion to approve financial reports for the month of February 2019.

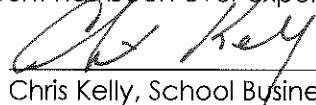
- a. Report of the Secretary dated February 28, 2019
- b. Report of the Treasurer dated February 28, 2019

4. Statement of Cash Balances

Motion to accept the Statement of Cash Balances for the month of February 2019 which are reconciled with the Board Secretary's Reports by fund for that month.

5. SBA Certification

Pursuant to N.J.A.C. 6A:23-2.11 (c) 4, I certify that as of February 2019 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

4-9-19, 2019

B. Transfers

Motion to approve the February 2019 transfer report

C. Bills List

Motion to approve the March 2019 Bills List, totaling \$492,474.35

D. Travel and Training

Motion to approve the following travel/training expenses.

Date	Name	Position	Workshop	Location	Cost
4/13/19 4/27/19 5/4/19	David Yates	Facilities Manager	Financial Management and Purchasing	Howell	\$501 registration and mileage
6/5/19 - 6/7/19	Chris Kelly	SBA	Professional Development Classes	Atlantic City	\$275 registration
4/17/19 (evening)	Denise Lake Bianca Aniski	School Nurse	ENT Pearls for Practice for School Nurses	Galloway	\$25 each registration and Mileage

E. Field Trips

Motion to approve the following field trips:

Date	Grade	Destination	Teacher in Charge	Trip Objective	Cost
5/9/19	6	St. Francis Pool	Ms. McBride	To showcase student ROVs and participate in a competition event	\$51.38
3/21/19	K	Acme Market	Mrs. Cook	To identify foods and learn where they come from to form a connection to our school garden.	\$51.38

Upon a roll call vote, motion carried:

Ayes (8): Mrs. Bowker, Mr. Donahower, Mr. McMenamin, Mrs. Raber, Mrs. Southwick, Mrs. Wasilewski, Mrs. Picaro, Mr. Fenimore

Nays: 0

Abstain: 0

14. UNFINISHED/NEW BUSINESS

Motion by Eileen Bowker, second by James Donahower to approve the following:

A. Department of Children & Families Contract

Motion to approve a contract between the Educational Services Department of Children & Families and the Long Beach Island School District for tuition payments to be made to the Long Beach Island School District in the amount of \$148.29 per day, per student for the 2018-2019 school year.

Mrs. Raber asked for an explanation of the contract. Ms. Kelly explained that it is for reimbursement for a student in the district.

Upon a roll call vote, motion carried:

Ayes (8): Mrs. Bowker, Mr. Donahower, Mr. McMenamin, Mrs. Raber, Mrs. Southwick, Mrs. Wasilewski, Mrs. Picaro, Mr. Fenimore

Nays: 0

Abstain: 0

Motion by Marilyn Wasilewski, second by James Donahower to approve the following:

B. School Calendar Revision 2018-2019

Motion to approve adjusting the 2018-2019 school calendar due the snow day on February 11th. The last day of school for students will now be June 19th. June 17th will become full day and June 18th and 19th will be early dismissal days. Sixth grade graduation will be June 19th.

Upon a roll call vote, motion carried:

Ayes (8): Mrs. Bowker, Mr. Donahower, Mr. McMenamin, Mrs. Raber, Mrs. Southwick, Mrs. Wasilewski, Mrs. Picaro, Mr. Fenimore

Nays: 0

Abstain: 0

Motion by Eileen Bowker, second by John McMenamin to approve the following:

C. Grant Acceptance

Motion to accept the Whole Kids Foundation Garden Grant Program in partnership with FoodCorps Garden Grant in the amount of \$2,000. There will be no financial impact to the Board of Education from this grant.

Mrs. Southwick congratulated Mrs. Beetel on the grant.

Upon a roll call vote, motion carried:

Ayes (7): Mrs. Bowker, Mr. Donahower, Mr. McMenamin, Mrs. Raber, Mrs. Southwick, Mrs. Picaro, Mr. Fenimore

Nays (1): Mrs. Wasilewski

Abstain: 0

Motion by Eileen Bowker, second by John McMenamin to approve the following:

D. ESSA Grant Application – Amended

BE IT RESOLVED BY THE Long Beach Island Board of Education to authorize the amendment of the Every Student Succeeds Act (ESSA) for Fiscal Year 2019 reflecting funds carried over from 2018.

	<u>Original</u>	<u>Revised</u>
Title I Part A	\$58,951	\$60,499
Title II Part A	\$ 8,684	\$ 9,982
Title III	\$ 2,290	\$ 2,290 No Change
Title IV Part A	<u>\$10,000</u>	<u>\$10,000</u> No Change
	\$79,925	\$82,771

Upon a roll call vote, motion carried:

Ayes (8): Mrs. Bowker, Mr. Donahower, Mr. McMenamin, Mrs. Raber, Mrs. Southwick, Mrs. Wasilewski, Mrs. Picaro, Mr. Fenimore

Nays: 0

Abstain: 0

E. **(Withdrawn)** Tuition Fees - Discussion

Motion by Colette Southwick, second by Kristy Raber to approve the following:

Motion to conduct a discussion about the two schools.

Upon a roll call vote, motion failed:

Ayes (3): Mrs. Raber, Mrs. Southwick, Mrs. Wasilewski,

Nays (5): Mrs. Bowker, Mr. Donahower, Mr. McMenamin, Mrs. Picaro, Mr. Fenimore

Abstain: 0

15. **ANNOUNCEMENTS**

A. Harassment, Intimidation, and Bullying (HIB)

No investigations/incidents to report.

B. Dates to Remember

Tues, 3/12/19	D.A.R.E. for Grade 5T, 8:30 Board of Education Meeting – LBI Grade School, 7 p.m.
Wed, 3/13/19	Access for ELLS Testing @ LBI in a.m.– 3/13/19 & 3/14/19 D.A.R.E. for Grade 5K, 8:30 After-School Chorus, 3:10
Thurs., 3/14/19	ACCESS for ELLs Testing @ LBI during a.m. LBI STEAM Club, 3:10
Fri., 3/15/19	Bagpipers at EJ & LBI in am: EJ: 9:00 a.m., LBI: 10:00 a.m. Theme Day – "Hat Day" – Birthdays-Personality of the Month
Sun., 3/17/19	St. Patrick's Day
Mon., 3/18/19	After-School Band for Grades 5 & 6, 3:10
Tues., 3/19/19	D.A.R.E. for Grade 5T, 8:30
Wed., 3/20/19	Spring Begins D.A.R.E. for Grade 5K, 8:30 PK Class to Insectropolis After-School Chorus, 3:10 PTA Meeting – time t/b/a
Thurs., 3/21/19	Shark Tank Presentations @ LBI, 12:30 K-Classes to ACME Market LBI STEAM Club, 3:10
Mon., 3/25/19	After-School Band for Grades 5 & 6, 3:10 EJ Fun & Fitness Night, 6-7 p.m.
Tues., 3/26/19	D.A.R.E. for Grade 5T, 8:30
Wed., 3/27/19	D.A.R.E. for Grade 5K, 8:30 After-School Chorus, 8:30
Thurs., 3/28/19	LBI ROV Club, 3:10
Fri., 3/29/19	PTA Oyster Farming Assembly along with Megan Keller "Hooked On Fishing Not On Drugs" information for LBI Grade School

C. Donations

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

- Harvey Cedars Police Department: Various books
- Friends of the Island Library: Various books

D. Preschool/Kindergarten Registration 2019-2020

Preschool and Kindergarten registration for the 2019-2020 school year will be held the week of April 1-5, 2019 from 12-3 p.m. daily in the Board of Education Office.

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

- Choice Enrollment
- Capital Reserves
- Board transparency
- Long Range Facility Plan
- Public discussion on future of schools
- Calendar Revision/Graduation
- Public correspondence from January

17. **Motion by Bonnie Picaro, second by Eileen Bowker to approve the following:**

RESOLUTION: Resolved that the Board of Education will open its next scheduled meeting on April 9, 2019, at 6 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.

Upon a roll call vote, motion carried:

Ayes (8): Mrs. Bowker, Mr. Donahower, Mr. McMenamin, Mrs. Raber, Mrs. Southwick, Mrs. Wasilewski,
Mrs. Picaro, Mr. Fenimore

Nays: 0

Abstain: 0

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

19. **ADJOURNMENT**

At 7:52 p.m., a motion was made by James Donahower, second by Bonnie Picaro to adjourn. All in favor.

Respectfully Submitted,



Kathy Sheplin
Assistant to the Board Secretary