

LONG BEACH ISLAND BOARD OF EDUCATION

Long Beach Island, New Jersey

REGULAR MEETING

February 13, 2018

Ethel Jacobsen School Media Center

Regular (Public) Session 5:30 PM - 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 Ethel Jacobsen School, 200 Barnegat Avenue, Surf City, New Jersey on February 13, 2018.

Board President, James Donahower, called the meeting to order at 5:31 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. **OATH OF OFFICE**

The Oath of Office was administered by Board Attorney, Mr. Dennis McKeever, to the newly elected Board member who represents the following constituent district:

A. Surf City (3 years) – John McMenamin

4. **CODE OF ETHICS**

In accordance with N.J.S.A. 18A: 12-24.1, members of the Long Beach Island Board of Education shall abide by the following Code of Ethics for School Board Members:

- a. *I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.*
- b. *I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.*
- c. *I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.*
- d. *I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.*
- e. *I will recognize that authority rests with the board of education and will make no personal promises nor take any private action which may compromise the board.*
- f. *I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.*

- g. *I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.*
- h. *I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.*
- i. *I will support and protect school personnel in proper performance of their duties.*
- j. *I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.*

ACKNOWLEDGEMENT OF RECEIPT OF CODE OF ETHICS FOR SCHOOL BOARD MEMBER. (The Business Administrator distributed at the meeting for signature.)

5. **ROLL CALL**

Mr. Beaty	Mr. McMenamin	Mrs. Wasilewski
Mr. Fenimore	Mrs. Picaro	Mrs. Southwick
Mrs. Raber (arrived at 5:40)		Mr. Donahower

ABSENT: Mrs. Hartmann

OTHERS PRESENT: Dr. Peter Kopack, Superintendent
Ms. Megan Gally, School Business Administrator/Board Secretary
Mr. Dennis McKeever, Esq.

6. **ACCEPTANCE OF ELECTION RESULTS**

Motion by Colette Southwick, second by Bonnie Picaro to approve the following:

Motion to have the statement of results of the January 23, 2018 Special School Election made a part of the regular meeting minutes.

<u>Name</u>	<u>Number of Votes</u>
Allyn Kain, Surf City	107
John McMenamin, Surf City	126

Upon a roll call vote, motion carried:

Ayes (7): Mr. Beaty, Mr. McMenamin, Mrs. Picaro, Mrs. Southwick, Mrs. Wasilewski, Mr. Fenimore, Mr. Donahower

Nays: 0

Abstain: 0

7. **EXECUTIVE SESSION**

Motion by Colette Southwick, second by Marilyn Wasilewski to approve the following:

Resolved by the Long Beach Island Board of Education to enter into a closed executive session for the purpose of discussing the matters checked below. Action may or may not be taken upon return to regular session. The matter will be disclosed to the public when the reason for the executive session no longer exists.

(Check as applicable):

- ☒ Matters Involving Personnel
- ☒ Pending or anticipated contractual Matters
- ☒ Matters covered by attorney-client privilege
- ☐ Pending or anticipated Litigation
- ☐ Protection of the safety or property of the public
- ☐ Collective Negotiations and/or negotiations of terms/conditions of employees of BOE
- ☐ Matters rendered confidential by state or federal law
- ☐ Matters that would constitute an unwarranted invasion of privacy
- ☐ Possible imposition of a civil penalty or suspension

Upon a roll call vote, motion carried:

Ayes (7): Mr. Beaty, Mr. McMenamin, Mrs. Picaro, Mrs. Southwick, Mrs. Wasilewski, Mr. Fenimore, Mr. Donahower

Nays: 0

Abstain: 0

The Board entered Executive Session at 5:35 p.m.

At 7:10 p.m. the Board returned to Public Session.

ROLL CALL	Mr. Beaty	Mr. McMenamin	Mrs. Wasilewski
	Mr. Fenimore	Mrs. Picaro	Mrs. Southwick
	Mrs. Raber	Mr. Donahower	

ABSENT: Mrs. Hartmann

OTHERS PRESENT: Dr. Peter Kopack, Superintendent
Ms. Megan Gally, School Business Administrator/Board Secretary
Mr. Dennis McKeever, Esq.

8. **REPORT OF THE SUPERINTENDENT:** Dr. Kopack thanked Mrs. Gosline, Mrs. Oldham, and Mr. Colino for organizing and helping with the Super Bowl Pep Rally, thanked Mrs. Benjamin, Mrs. Warfel, students and staff members who helped with Family Art Night, and thanked Mrs. McBride, teachers, and students for STEAM PEP event with 5th and 6th grade students. Dr. Kopack reviewed Grade Level Happenings for February.
9. **REPORT OF THE PRINCIPAL:** Mr. Birney thanked the PTA for the "Insects Rock" program, thanked the PTA and Mrs. Oldham for organizing the Kindness Challenge and reported on highlights in grades PreK to second.
10. **PUBLIC COMMENT – AGENDA ITEMS ONLY:** Members of the public commented, asked questions on the following topics:
 - Praise of the school district, BOE and PTA thanked for support, Choice costs/program value, library program, BOE and public asked for support, public and BOE invited to participate in programs with students
 - Breakdown of choice
 - Ratio of teachers to students
 - Snow removal

11. **BOARD CORRESPONDENCE:** Thank you from Lyn Moffitt

12. **APPROVAL OF MINUTES**

Motion by Marilyn Wasilewski, second by Colette Southwick to approve the following:

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

January 16, 2018: Regular and Closed Session

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

13. **COMMITTEE REPORTS**

A. **Negotiations (No Committee Action)**

B. **Personnel (No Committee Action)**

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

1. Letter of Intent to Retire

Motion to accept a letter of intent to retire from Jill Odell, Preschool Aide, effective July 1, 2018

2. Stipend/XCOMP Position

Motion to approve the stipend/XCOMP position as follows at the XCOMP rate of \$35/hr.:

➤ Art Night: 2 teachers, 7 hours each: Lisa Benjamin, Rosa Warfel

3. Mentor

Motion to approve Sarah Esarey, First Grade Teacher, as a mentor for Jenna VanKeuren, 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.

4. Substitute Personnel

Motion to approve substitute personnel for the 2017-2018 school year as follows pending receipt of required paperwork and completion of required substitute orientation:

Jaclyn Grabowski	Teacher (previously a substitute in the district)
Kate Shaw	Classroom Aide (currently a substitute in the district)

5. Leave of Absence

Motion to approve an unpaid leave of absence for Paul Scholey, School Bus Driver, on February 26 and 27, 2018, April 30, 2018, and May 1-4, 2018.

Board members congratulated Jill Odell on her retirement.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

C. Policy (No Committee Action)

D. Building/Grounds/Transportation (No Committee Action)

Motion by William Fenimore, second by Kristy Raber to approve the following:

1. Use of Facilities

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

a. LBI PTA, LBI School Gym, for School Dance, March 9, 2018 from 3-9 p.m.

b. LBI PTA, EJ School Garden, for Summer Gardening Program, July 10, 17, 24, 31 and
August 7, 2018 from 8:30-11:30 a.m.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

E. Finance (No Committee Action)

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

1. Transfers

Motion to approve budget line item transfers.

Transfer #1	Account	From	To
11-000-100-562-0000	Tuition Special	\$45,000	
11-000-270-515-0000	Transportation Special	\$15,781.21	
12-000-400-450-0000	Construction Services		\$60,781.21
Transfer #2			
12-000-400-331-0000	Capital Legal	\$65,000	
12-000-400-334-0000	Capital Architectural		\$65,000

2. Financial Reports

Motion to accept the following financial reports:

a. Report of the Secretary dated January 31, 2018

b. Report of the Treasurer dated January 31, 2018

3. Bills List

Motion to approve the February 2017 Bills List, totaling \$1,003,943.05 (as amended by adjusting bill #1800531 in the amount of \$1,976 and removing bill #1800550 in the amount of \$156,796 for a total of \$849,123.05)

4. Travel and Training

Motion to approve the following travel/training expenses.

Date	Name	Position	Workshop	Location	Cost
2/16/18	Jenna VanKeuren	Teacher	EdCamp Stafford 2018	Manahawkin	Mileage
3/9/18	Julie Oldham	Guidance	SRHS Scholarship Meeting	Manahawkin	Mileage
3/14/18	Bianca Aniski	Nurse	Farm to School Summit – EJ Garden Presentation	Mercerville	Mileage
Addendum Item 4b					
3/6/18	Julie Oldham	Counselor	McKinney-Vento Homeless Assistance Act Presentation (Mandatory training)	Brick	Mileage

5. Field Trips

Motion to approve the following:

Date	Grade	Destination	Teacher in Charge	Trip Objective	Cost
6/1/18	6th	Bayview Park (Long Beach Township)	Gosline/Rothstein	6th Grade Bay Day (change of location)	Transportation
3/2/18	PreK-2nd	LBI Grade School	All EJ Teachers	Read Across America Activities	Transportation
6/6/18	5th	STAC	Kappy/Townsend	Culmination of DARE program	Transportation
3/22/18	5th	National Constitution Center – Philadelphia	Kappy/Townsend		One additional chaperone \$15
5/11/18	6th	Philadelphia Zoo	Gosline/Rothstein		One additional chaperone \$13

Board Members discussed the following: FEMA audit, purchase of a new school bus, snow removal/salt contract. Board Members thanked Ms. Gally for her hard work on the successful completion of the FEMA audit.

Upon a roll call vote, motion carried:

Ayes (7): Mr. Beaty, Mrs. Picaro, Mrs. Raber, Mrs. Southwick, Mrs. Wasilewski, Mr. Fenimore, Mr. Donahower

Nays: 0

Abstain: Mr. McMenamin

F. Annual Approvals/Contracts

Motion by Marilyn Wasilewski, second by Colette Southwick to approve the following:

1. Semi Waiver
Motion to approve submission of a waiver to the County Office of Education for participation in SEMI for the 2018-2019 school year. The waiver is for 40 students or fewer and the current projection of eligible students in the Long Beach Island School District is 17 (seventeen). SEMI is a federal reimbursement program through Medicaid for special education students who receive Medicaid. A waiver will protect against noncompliance for QSAC.
2. Travel Expenditure FY 2019
Motion to approve annual travel expenditures for the fiscal year ending June 30, 2019, not to exceed \$10,000 district-wide.

Upon a roll call vote, motion carried:

Ayes (7): Mr. Beaty, Mrs. Picaro, Mrs. Raber, Mrs. Southwick, Mrs. Wasilewski, Mr. Fenimore, Mr. Donahower

Nays: 0

Abstain: Mr. McMenamin

G. Curriculum/Technology (No Committee Action)

H. Public Relations (No Committee Action)

14. UNFINISHED/NEW BUSINESS

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

- A. Board Committees
Motion to approve 2018 Board Committees.
- B. Designation of School Safety Specialist
Motion to approve the designation of Superintendent, Peter Kopack, as the School Safety Specialist for the District. This is a new required designation by the NJ Department of Education.
- C. Grant Applications
Motion to approve submission of the following grant applications:
 1. NJEA Frederick L. Hipp Foundation for Excellence in Education Grant from Bianca Aniski, School Nurse, for shade coverage for the Ethel Jacobsen School garden tables in the amount of \$10,000.
 2. NJEA Frederick L. Hipp Foundation for Excellence in Education Grant from Karen Beetel, Teacher, for garden supplies and garden improvements in the amount of \$10,000
 3. NJEA Frederick L. Hipp Foundation for Excellence in Education Grant from Sarah Esarey, Teacher, for flexible seating for first grade classrooms in the amount of \$10,000

4. Get Out and Grow School Garden Sweepstakes from Karen Beetel, Teacher, for garden supplies. Awards range from \$500 to \$15,000
5. Carton 2 Garden Contest from Karen Beetel, Teacher, for garden supplies in an amount up to \$5,000

Board members asked questions about committee alternates, meeting attendance, and clarification of Ad Hoc (Community Roundtable) name. Questions were also asked about grant applications. Board members thanked teachers for grant funding efforts.

Upon a roll call vote, motion carried:

Item A

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

Nays (1): Mr. Beaty

Abstain: 0

Upon a roll call vote, motion carried:

Items B and C

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

Nays: 0

Abstain: 0

Motion by James Donahower, second by Bonnie Picaro to approve the following:

D. Board of Education Meeting Location 2018

Be it resolved, the Long Beach Island Board of Education hereby changes the Board meeting location to the Long Beach Island Grade School until the Board's reorganization meeting in January 2019.

Upon a roll call vote, motion carried:

Item D

Ayes (6): Mr. McMenamin, Mrs. Picaro, Mrs. Southwick, Mr. Fenimore, Mr. Donahower, Mr. Beaty

Nays (2): Mrs. Raber, Mrs. Wasilewski

Abstain: 0

13. ANNOUNCEMENTS

A. Harassment, Intimidation, and Bullying (HIB)
No report.

B. Dates to Remember
Mon., 2/12/18

Lincoln's Birthday
Random Acts of Kindness Week (2/11-2/17)
HOOPS FOR HEART Event Week at LBI (Mon-Fri during PE)
PTA Assembly at EJ – INSECTS ROCK

Tues, 2/13/18

PTA Assembly at LBI – THE WEATHER SHOW from the Franklin Institute
Board of Education Meeting, 7 p.m.

Wed, 2/14/18

Happy Valentine's Day
D.A.R.E. for Grade 5 (during PEP)

Fri., 2/16/18	THEME DAY – MUSTACHE DAY Birthdays, Personality of the Month
Mon., 2/19/18	School in session - PRESIDENTS' DAY
Wed., 2/21/18	D.A.R.E. for Grade 5 (during PEP)
Tues., 2/27/17	Early Dismissal – Parent/Teacher Conferences LBI Evening Conferences EJ Afternoon Conferences
Wed., 2/28/17	Early Dismissal – Parent/Teacher Conferences EJ Afternoon Conferences LBI Afternoon Conferences
Thurs., 03/01/17	Early Dismissal – Parent/Teacher Conferences LBI Afternoon Conferences EJ Evening Conferences – 6:00-8:00

C. Project Child Find

Required annual Project Child Find information is posted on our website for children between the ages of 3-14 who may have an educational, physical, mental, or emotional disability and may be in need special education services. Project CHILD FIND develops and distributes information to the public about early intervention services and special education programs throughout New Jersey.

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

- Mascot
- BOE meeting location
- Architect
- FEMA Audit
- Photocopier purchase
- School ratings
- Congratulations to new Board Member, John McMenamin

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

RESOLUTION: Resolved that the Board of Education will open its next scheduled meeting on March 13, 2018, in Executive Session for matters of Attorney/Client Privilege 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): Mr. Beaty, Mr. McMenamin, Mrs. Picaro, Mrs. Raber, Mrs. Southwick, Mrs. Wasilewski, Mr. Fenimore, Mr. Donahower

Nays: 0

Abstain: 0

16. **EXECUTIVE SESSION #2 (If Needed):** The Board did not return to executive session.

17. ADJOURNMENT

At 8:10 p.m., a motion was made by Kristy Raber, second by Marilyn Wasilewski to adjourn. All in favor.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Kathy Sheplin".

Kathy Sheplin
Assistant Board Secretary