

LONG BEACH ISLAND BOARD OF EDUCATION

Long Beach Island, New Jersey

REGULAR MEETING

July 24, 2018

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 July 24, 2018.

Board President, James Donahower, 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: Mr. Beaty Mrs. Wasilewski Mr. Fenimore
 Mrs. Southwick Mrs. Hartmann Mr. Donahower

ABSENT: Mr. McMenamin, Mrs. Picaro, Mrs. Raber

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

4. **REPORT OF THE SUPERINTENDENT:** Dr. Kopack thanked everyone for coming out and thanked staff and faculty for their support. He is looking forward to the start of an exciting 2018-2019 school year.
5. **REPORT OF THE PRINCIPAL:** Mr. Birney thanked the custodians for doing a tremendous job of preparing the buildings for the start of the school year. He also noted that vegetables from the EJ School garden were available to sample.
6. **PUBLIC COMMENT – AGENDA ITEMS ONLY:** None
7. **BOARD CORRESPONDENCE:** None
8. **APPROVAL OF MINUTES**

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

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

- June 19, 2018: Regular and Closed Session (as amended)

The regular and closed session minutes will be amended to reflect a student issue discussion. Also, closed session minutes will be amended to indicate that no information was available for item B.

Upon a roll call vote, motion carried:

Ayes (6): Mr. Beaty, Mrs. Hartmann, Mrs. Southwick, Mrs. Wasilewski, Mr. Fenimore, Mr. Donahower

Nays: 0

Abstain: 0

9. COMMITTEE REPORTS

A. Negotiations

Committee Report: Marilyn Wasilewski – No report

B. Personnel

Committee Report: Bonnie Picaro – No report

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

1. Health Benefits Waiver

Motion to approve a health benefits waiver for full-time employees that can provide documentation that they are insured by another provider. Payment may not be more than 25% of the amount saved by the employer because of the waiver or \$5,000, whichever is less. (In accordance with P.L. 2007, C.92 and P.L. 2010, C.2)

2. Summer Employment

Motion to approve summer employment at the Stipend/XCOMP rate of \$35/hr. as follows:

- Summer CST Meetings: District teachers as needed not to exceed \$420
- Orton-Gillingham Pacing Guides: 3 teachers, 10 hours each for a total of \$350 each: Jackie Ramilo, Ellen Cook, Sarah Esarey

3. Annual Stipends

Motion to approve annual stipends for the 2018-2019 school year as follows:

- | | |
|---|---------|
| ▪ Head Bus Driver, William Mortiz | \$1,500 |
| ▪ ASSA Report Submission, Joanne Miller | \$1,200 |
| ▪ Black Seal License, John Moroli | \$ 600 |
| ▪ Garden Coordinator, Bianca Aniski | \$1,200 |
| ▪ AESOP Coordinator, Marilyn Yates | \$1,200 |
| ▪ PARCC Technology Coordinator, Shelley Smith | \$1,500 |
| ▪ PARCC Testing Coordinator, Julie Oldham | \$1,500 |
| ▪ Spanish Translators, Rosa Warfel/Jackie Ramilo
as needed not to exceed | \$ 210 |

4. Transportation Aides

Motion to approve the following transportation aides for the 2018-2019 school year at the hourly rate of \$14.70:

Linda Mohalley, 4 hours/day
Margaret Bucci, 1 hour/day

5. Leave Replacement Teacher

Motion to approve the employment of Megan Melega as a first grade leave replacement teacher beginning September 4, 2018, through the end of the 2018-19 school year at the annual salary of \$57,404 (step 1 on the BA salary guide).

6. Third Grade Teacher

Motion to approve the employment of Kera Freeman as a third grade teacher for the 2018-2019 school year at the annual salary of \$62,269 (step 8, on the MA salary guide).

7. Part-time Paraprofessionals

Motion to approve the employment of part-time paraprofessionals for the 2018-2019 school year as follows (Benefits are not included.):

- Katherine Shaw, \$17,000 prorated (step A on the paraprofessional salary guide)
- Nicole Johnson, \$17,000 prorated (step A on the paraprofessional salary guide)

8. Summer Transportation Aide

Motion to approve the employment of Kathleen McClellan as a summer transportation aide at the hourly rate of \$14.35. Benefits are not included.

9. Fieldwork Request

Motion to approve an Occupational Therapy Level I fieldwork experience request (36 hours) for Casie Callahan, Jefferson-Bucks County Occupational Therapy Assistant Program student, with Wendy Warner, Occupational Therapist, from September 10, 2018 to November 2, 2018.

Mrs. Southwick asked if annual stipends could be made part of employee salaries. Mr. Sciarrillo responded that by statute, stipends cannot be included.

Mrs. Southwick congratulated new hires.

Upon a roll call vote, motion carried:

Ayes (6): Mr. Beaty, Mrs. Hartmann, Mrs. Southwick, Mrs. Wasilewski, Mr. Fenimore, Mr. Donahower

Nays: 0

Abstain: 0

C. **Policy**

Committee Report: William Fenimore – No report

D. **Building/Grounds/Transportation**

Committee Report from the July 24, 2018 meeting: Colette Southwick reported on the following: bus garage roof completed, 2 buses will be ordered, transportation jointure, use of buses for Chowderfest no longer needed due to island-wide shuttle buses, bus safety, maintenance, in-house structural repairs approved by engineer, Owen, Little report expected in a couple of weeks-presentation to follow, first grade furniture has been ordered, LBI School garden, update to EJ phone system, security system at LBI Grade School, Strategic Plan, new buses have 3 point seat belts, and new playground equipment for EJ and LBI Schools.

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

1. Use of Facilities

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

- a. Jetty Rock Foundation, Bridge Walk, September 23, 2018, use of 3 buses and the Ethel Jacobsen School parking lot from 8 a.m. to 12 p.m. The Jetty Rock Foundation will be responsible for the cost of gas, drivers, and any bus repair and/or maintenance.
- b. LBI PTA, Membership Meetings, LBI Media Center, September 12, October 17, November 14, 2018 and January 16, February 13, March 20, April 10, and May 5, 2019 from 7-8 p.m.
- c. LBI Chamber of Commerce, LBI FLY International Kite Festival, LBI School Gym, October 5, 2018 from 4:30 to 10:30. A fee of \$41/hr. will be charged for services extending beyond scheduled custodial shift.
- d. LBI PTA, Cultural Arts Programs 2018-19, EJ and LBI Schools, October 2, November 16, 2018, March 7, and May 6, 2019.

Upon a roll call vote, motion carried:

Ayes (6): Mr. Beaty, Mrs. Hartmann, Mrs. Southwick, Mrs. Wasilewski, Mr. Fenimore, Mr. Donahower

Nays: 0

Abstain: 0

E. **Finance**

Committee Report: Kristy Raber – No report

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

1. Transfers

Motion to approve budget line item transfers for May 31, 2018

Transfer #1	Account	Debit	Credit
12-000-400-334-0000	Architectural & Engineering Services	\$9,000.00	
11-000-261-422-0000	Building Maintenance		\$9,000.00
Transfer #2			
11-000-219-104-0000	CST Salaries	\$10,998.93	
11-000-261-105-0000	B&G Secretary Salary	\$1,584.80	
11-120-100-101-1000	Salaries Grades 1-5		\$12,583.73
Transfer #3			
11-000-230-332-2000	Auditors Fees		\$1,000.00
11-000-230-590-0000	Other Purchased Services	\$1,000.00	

2. Financial Reports

Motion to accept the following financial reports:

- a. Report of the Secretary dated May 31, 2018
- b. Report of the Treasurer dated May 31, 2018

3. Bills List

- a. Motion to approve the supplemental bill list for June 2018 totaling \$120,378.79
- b. Motion to approve the July 2018 Bills List, totaling \$76,763.85

4. Travel and Training

Motion to approve the following travel/training expenses.

Date	Name	Position	Workshop	Location	Cost
10/2/18	Bianca Aniski Denise Lake	School Nurse	Healthy Schools, Healthy Children	Egg Harbor Twp.	Mileage
8/27/18 8/28/18	Karen Beetel	Teacher	Monarch Teacher Network Workshop	Freehold	\$99 registration and mileage
7/11/18	Christine Kelly Meghan Lee	SBA Assistant to SBA	County QSAC Workshop: Fiscal	Central Regional, Bayville	Mileage
7/17/18	Christine Kelly David Yates	SBA Facilities Manager	County QSAC Workshop: Operations	Central Regional, Bayville	Mileage
7/24/18	Christine Kelly Kathy Sheplin	SBA Superintendent's Secretary	County QSAC Workshop: Governance	Central Regional, Bayville	Mileage
7/31/18	Christine Kelly	SBA	County QSAC Workshop: Personnel	Central Regional, Bayville	Mileage

Board members asked questions about various items on the bills lists. Ms. Kelly responded to questions.

Upon a roll call vote, motion carried:

Ayes (6): Mr. Beaty, Mrs. Hartmann, Mrs. Southwick, Mrs. Wasilewski, Mr. Fenimore, Mr. Donahower
Nays: 0
Abstain: 0

F. Annual Approvals/Contracts

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

1. Monmouth-Ocean Educational Services Commission

Motion to approve a contract with Monmouth-Ocean Educational Services Commission (MOESC) to provide Social Worker Services from July 1, 2018, to June 30, 2019, at the rate of \$430/day.

2. Monmouth-Ocean Educational Services Commission
Motion to approve an agreement with Monmouth-Ocean Educational Services Commission (MOESC) for participation in coordinated transportation from July 1, 2018 to June 30, 2023.
3. Shared Services Agreement
Motion to approve a Shared Service Agreement with the Little Egg Harbor Board of Education for physical therapy services (Dr. Michelle Fontana) from July 1, 2018 through June 30, 2019 to be billed monthly in the amount of \$90/hour.
4. Appointment of Medical Inspector
Motion to appoint Dr. Harry Larkin, MD, as medical inspector at a rate of \$100 for less than 10 minutes, \$130 for more than 10 minutes and costs of vaccines for the fiscal year ending June 30, 2019.
5. Annual Contract Approvals
Motion to approve annual support and maintenance contracts beginning July 1, 2018, to June 30, 2019, as follows:
 - a. Frontline Employee Absent Management System, \$3,228.36
 - b. Strauss Esmay Policy Support System, \$2,495
 - c. Morris Computer Systems, LLC, \$26,400 for IT services
 - d. OnCourse System for Education, \$11,674.41, student database system
 - e. PaySchools, \$2,022, cafeteria payment services
6. Attendance Officers
Motion to appoint District Attendance Officers and stipends for the fiscal year ending June 30, 2019, as follows:
 - Harvey Cedars, Chief Robert Burnaford, \$100
 - Ship Bottom, Officer Ronald Holloway, \$100
 - Surf City, Chief John Casella, \$100
 - Long Beach Township/Barneget Light, Sargent Michael Brennan, \$200
7. Emergency AED Action Plan
Motion to approve the 2018-2019 Emergency AED Action Plan for the Long Beach Island School District as presented.
8. Standing Orders
Motion to approve the Authorization for Standing Orders 2018-2019 (approved medical supplies) as presented.
9. Exposure Control Plan (Bloodborne Pathogens)
Motion to approve the Long Beach Island School District's Exposure Control Plan (Bloodborne Pathogens) for the 2018-2019 school year as presented.
10. Child Study Team Consultant List
Motion to approve child study team consultants for the 2018-2019 school year as presented.

11. Dental Coverage

Motion to approve employee traditional dental coverage insurance with PET Dental for the period of July 1, 2018—June 30, 2019. The renewal rates for the 18-19 year are at a 0% increase.

Employee	\$70.05/month
Employee & 1 Dependent	\$131.84/month
Full Family	\$210.97/month

12. Vision Coverage

Motion to approve employee traditional vision coverage insurance with PET for the period of July 1, 2018—June 30, 2019. The renewal rates for the 18-19 year are at a 0% increase.

Employee	\$8.65/month
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13. Insurance Coverages: Worker's Comp, Property, General Liability, Automobile, Bond

Motion to approve renewal of insurance coverages detailed below for the 2018-2019 School Year at the premiums shown, through the subject to adjustment for updated appraisal values and changes in vehicle counts or enrollments; and, that payments be made when bills are received based upon the terms, conditions, and endorsements or the policies, as shown:

Workers Comp	\$ 56,058
Supplemental Workers Comp	\$ 3,376
Property Package (Property, Liability, Auto, EIL, Crime)	\$ 56,010
Excess Liability	<u>\$ 6,696</u>
Total	\$122,140

14. Contract Approval

Motion to approve a contract with NJ Commission for the Blind and Visually Impaired for educational services from September 1, 2018 to June 30, 2019 in the amount of \$1,900.

Upon a roll call vote, motion carried:

Ayes (6): Mr. Beaty, Mrs. Hartmann, Mrs. Southwick, Mrs. Wasilewski, Mr. Fenimore, Mr. Donahower
Nays: 0
Abstain: 0

G. **Curriculum/Technology**

Committee Report: Georgene Hartmann – No report

H. **Public Relations/Community Roundtable**

Committee Report: James Donahower – No report

10. **UNFINISHED/NEW BUSINESS**

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

- A. Kids' Care Program
Motion to authorize the continuation of the Long Beach Island School District's Kids' Care Program for the 2018-2019 school year.
- B. Choice Students
Motion to approve that not more than 10% of a grade level or 10% of the total school population can transfer out of the Long Beach Island School District for Choice Schools in other districts.
- C. Alternate Method of Compliance
Motion to approve an alternate method of compliance in accordance with N.J.A.C. 6A:26-6.3 (h) 4ii and iii by providing toilet rooms adjacent to or outside the classroom in lieu of individual toilet rooms in each classroom at the Long Beach Island Grade School.
- D. Transportation Jointure
Motion to approve entering into a transportation jointure with Beach Haven School District to transport three Beach Haven students to Stafford Township School District's extended school year program from July 17 to July 26, 2018. The cost to be paid by Beach Haven School District is \$157.30/day for a total of \$1,101.10 (includes the cost of transportation aide).
- E. Termination of Administrative Leave
Resolved that the Board of Education, upon the recommendation of the Superintendent, terminates the administrative leave of employee #4289 effective July 24, 2018.

Mr. Beaty asked why item B is capped at 10%. Ms. Kelly responded.

Upon a roll call vote, motion carried:

Items A, C, and D

Ayes (6): Mr. Beaty, Mrs. Hartmann, Mrs. Southwick, Mrs. Wasilewski, Mr. Fenimore, Mr. Donahower

Nays: 0

Abstain: 0

Item B

Ayes (5): Mrs. Hartmann, Mrs. Southwick, Mrs. Wasilewski, Mr. Fenimore, Mr. Donahower

Nays (1): Mr. Beaty

Abstain: 0

Item E

Ayes (5): Mr. Beaty, Mrs. Southwick, Mrs. Wasilewski, Mr. Fenimore, Mr. Donahower

Nays (1): Mrs. Hartmann

Abstain: 0

11. **ANNOUNCEMENTS**

- A. Dates to Remember

August 9th: Summer Reading Program at LBI Branch of OC Library, 10-11:00

August 21: Board of Education Meeting, LBI Grade School, 7 p.m.

12. **PUBLIC COMMENT:** None

13. **Motion by Colette Southwick, second by Georgene Hartmann to approve the following:**

RESOLUTION: Resolved that the Board of Education will open its next scheduled meeting on August 21, 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 (6): Mr. Beaty, Mrs. Hartmann, Mrs. Southwick, Mrs. Wasilewski, Mr. Fenimore, Mr. Donahower

Nays: 0

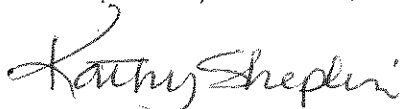
Abstain: 0

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

15. **ADJOURNMENT**

At 7:20 p.m., a motion was made by Marilyn Wasilewski, second by Colette Southwick to adjourn. All in favor.

Respectfully Submitted,



Kathy Sheplin
Assistant to the Board Secretary