

LONG BEACH ISLAND BOARD OF EDUCATION
Long Beach Island, New Jersey
REGULAR MEETING
September 18, 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 September 18, 2018.

Board President, James Donahower, called the meeting to order at 7:04 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	Mr. McMenamin	Mrs. Wasilewski
	Mr. Fenimore	Mrs. Picaro	Mrs. Southwick
	Mrs. Hartmann	Mr. Donahower	

ABSENT: Mrs. Raber

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 addressed the Board and public as follows: thanked everyone for coming out, thanked all who organized and participated in the PTA golf outing, thanked the teachers and staff for a successful school opening and noted that professional development for teachers and staff was held on September 4th and 5th, thanked Mr. Cotov and Mr. Strouse for coordinating the Patriot Day Celebration, reviewed District Grade Level Happenings for September and noted that the LBI Grade School Back-to-School Night is September 19th.
5. **REPORT OF THE PRINCIPAL:** Mr. Birney addressed the Board and public as follows: reviewed EJ School grade level happenings: PreK-3 is learning about firsts, PreK-4 about monarch butterflies, kindergarten harvested basil from the garden and made pesto, first grade is enjoying flexible seating, second grade about role models, 15 lbs. of squash was harvested from the garden, EJ students participated in a radish taste test, and Back-to-School Night was well attended.
6. **PUBLIC COMMENT – AGENDA ITEMS ONLY:** None
7. **BOARD CORRESPONDENCE:** Thank you note from Julie Oldham.

8. **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:

August 21, 2018: Regular and (as amended) Closed Session

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

9. **COMMITTEE REPORTS**

- Negotiations: Marilyn Wasilewski – no report
- Personnel: Bonnie Picaro – no report
- Policy: William Fenimore reported that the committee met on September 18, 2018 to review the Public Participation Policy. Although the policy company changed, the current policy is similar to the previous policy. There is a 5 minute limit on public comment, members of the public should stay at podium until the discussion is complete, questions can be asked of the President, but a response may not be immediate.
- Building/Grounds/Transportation: Colette Southwick reported that the committee met on September 18, 2018 and the following items were discussed: new buses should be in district by the end of September, old buses will be sold on GovDeals, updated Evaluation of Schools Report from Frank Little, Comprehensive Maintenance Plan, SOA, playground equipment scheduled for installation in late November, excess surplus, maintenance reserve, and Strategic Plan.
- Finance: Kristy Raber – no report
- Curriculum: Georgene Hartmann – no report
- Public Relations/Community Roundtable: James Donahower – no report

10. **PERSONNEL**

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

A. Swim Program Bus Drivers

Motion to approve the employment of Brooke Mandarakas and Jennifer Swift (alternate) as bus drivers for the swim program from approximately September 11, 2018 through February 1, 2019, three days/week, one hour each day at the hourly rate of \$17.50. Benefits are not included.

B. Swim Program Aide

Motion to approve the employment of Jennifer Swift as transportation aide for the swim program from approximately September 11, 2018 through February 1, 2019, three days/week, one hour each day at the hourly rate of \$14.70. Benefits are not included.

C. Stipend Positions

Motion to approve stipend/XCOMP positions for the 2018/19 school year as follows at the XCOMP rate of \$35/hr.:

- Afterschool Detention Supervisors: as needed throughout the school year at the XCOMP rate of \$35/hr.: (LBI School) Laura Daly, Liz Messec, Kelly Scott
- STEAM Night (LBI School): 2 teachers, 7 hrs. each for a total of \$245 each: Shelley Smith, Cathy McBride
- After-School STEM Instructor (LBI School): 1 teacher, grades 3-6, 25 hrs. max. for a total of \$875: Cathy McBride
- Student Assistant Interactive Leadership (SAIL) Advisor (LBI School): 25 hrs. max. for a total of \$875: Janelle Gosline
- Afterschool Band Instructor (LBI School): 1 hour/week for 20 weeks at the XCOMP rate of \$35/hr. for a total of \$700: Tim Cotov
- Webmaster: 3 hrs./week for 20 weeks for a total of \$2,100: Wendy Yeager
- Wind Ensemble Instructor (LBI School): 20 hrs. max for a total of \$700: Tim Cotov
- Art Night (LBI School): 2 teachers, 7 hrs. each for a total of \$245 each: Lisa Benjamin, Rosa Warfel
- Math Nights (LBI Grade School): 2 teachers, 3 hours each (2 nights) for a total of \$210 each: Lauren Rothstein, Laura Daly
- Event Nights (EJ School): 2 teachers, 3 hours each (2 nights) for a total of \$210 each: Sarah Esarey, Jackie Ramilo

D. Teacher Mentor

Motion to approve Tim Cotov, Music Teacher, as a mentor for Zachary Strouse, Part-time Music Teacher, at a cost of \$550 in accordance with NJ DOE Mentor requirements and the Long Beach Island School District Mentoring Plan.

E. 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:

Sandra Smith-Lusk	Classroom Aide
Thomas McGinley	Bus Driver

F. Substitute Resignation

Motion to accept the resignation of Jill Odell as a substitute Kids Care Aide.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

11. BUILDING/GROUNDS/TRANSPORTATION

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

A. Use of Facilities

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

- Stafford Boys Lacrosse, LBI School Gym, for practice Mondays and Wednesdays from November 12, 2018 through March 30, 2019 from 5:45-7:45 p.m.

Board members asked questions about fees and insurance. Ms. Kelly responded that fees are only incurred for custodial services after hours, and she will check on insurance certificate.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

12. FINANCE

Motion by Colette Southwick, second by Georgene Hartmann 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 July 2018.

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

2. Statement of Cash Balances

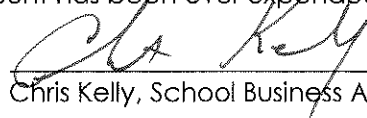
Motion to accept the Statement of Cash Balances for the month of July 2018 which are reconciled with the Board Secretary's Reports by fund for that month.

3. Certification

Pursuant to N.J.A.C. 6A:23-2.11 (c) 3, we certify that as of July 2018 after review of the Secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11 (a) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

4. SBA Certification

Pursuant to N.J.A.C. 6A:23-2.11 (c) 4, I certify that as of July 2018 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

September 18, 2018

B. Transfers

Motion to approve budget line item transfers for July 2018

Transfer #1	Account	Debit	Credit
12-000-260-730-0000	Non Instructional Equipment	8,475.00	
11-000-261-421-0000	Building Repairs		(8,475.00)
Transfer #2	Account	Debit	Credit
11-000-240-103-0000	Principals Salaries	580.56	
11-000-251-100-1000	Business Admin. Salary	25,000.00	
11-000-251-100-2000	Business Office Salaries	1,431.08	
11-000-261-105-0000	B&G Secretary	2,452.08	
11-000-291-270-0000	Employee Insurance		(29,463.72)
12-000-270-733-0000	School Bus Regular	1,305.02	
12-000-400-896-0000	Other Objects		(1,305.02)
Transfer #3	Account	Debit	Credit
11-000-291-270-0000	Employee Insurance	5,000.00	
11-000-230-339-3000	Other Contracted Services		(5,000.00)
		44,243.74	(44,243.74)

C. Bills List

Motion to approve the September 2018 Bills List, totaling \$149,152.96

D. Travel and Training

Motion to approve the following travel/training expenses.

Date	Name	Position	Workshop	Location	Cost
9/28/18 10/19/18 11/30/18 12/14/18 1/25/19 2/22/19 3/22/19 4/12/19 3/31/19 6/6/19 6/28/19	Chris Kelly	School Business Administrator	Ocean County Association of School Business Officials (OCASBO) Monthly Meetings	Various locations in Ocean County	None
11/2/18	David Yates	Facilities Manager	Integrated Pest Management	Ocean County Fire Academy	None
12/4/18	David Yates	Facilities Manager	Indoor Air Quality Training	Ocean County Fire Academy	None

Date	Name	Position	Workshop	Location	Cost
9/18/18	Frank Birney	Special Education Supervisor	Special Education Director's Roundtable	Berkeley Twp.	mileage
11/1/2018 evening	Denise Lake Bianca Aniski	School Nurse	AtlantiCare School and Pediatric Nurse Lectures: Seizures, Headaches, and Tics in the School Setting	Galloway	\$25 registration each and Mileage

Board Members asked questions for clarification of charges on the bills list from vendors CDW (computer towers, maintenance, firewall security), RFP (1/2 of cost of new EJ phone system and LBI annual maintenance), and Hoover Truck Centers (bus parts).

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

13. ANNUAL APPROVALS/CONTRACTS

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

A. Professional Development Plan and Mentoring Plan

Motion to adopt the Long Beach Island School District's Professional Development Plan and Mentoring Plan for the 2018-2019 school year as recommended by the ScIP Committee.

B. Lead Testing Program Statement of Assurance

Motion to approve the annual submission of the Statement of Assurance for the Lead Testing Program for the 2017-2018 school year.

C. Monmouth-Ocean Educational Services Commission

Motion to approve a contract with Monmouth-Ocean Educational Services Commission (MOESC) to provide Social Worker Services from August 28, 2018, to June 18, 2019, at the rate of \$430/day, or \$80/hr.

D. Edmentum Reading Program

Motion to approve the annual support and maintenance contract beginning July 1, 2018, to June 30, 2019, for Edmentum Reading Programs in the amount of \$6,845

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

14. **UNFINISHED/NEW BUSINESS**

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

A. Grant Applications

Motion to approve submission of the following grant applications. There will be no financial impact to the Board of Education from these grants:

1. Carton 2 Garden Contest, Karen Beetel, for garden supplies in an amount up to \$5,000
2. Classroom Pet Sustaining Grant, Karen Beetel, from petsintheclassroom.org in the amount of \$50 to maintain existing classroom pets or to purchase another pet or supplies for the classroom.
3. Green Education Foundation, Green Thumb Challenge, Bianca Aniski, in the amount of \$500 to support the continued sustainability of an exceptional youth garden program that has demonstrated success and has impacted the lives of kids and their community.
4. Annie's Grants for Gardens, Karen Beetel, in the amount of \$5,000 to support new and existing school garden programs.
5. Lowe's Toolbox for Education Grant, Karen Beetel, \$2,000-\$5,000 to support the garden program.
6. Whole Kids Foundation Garden Grant Program in partnership with FoodCorps, Karen Beetel, \$2,000 to support a new or existing garden.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

15. **ANNOUNCEMENTS**

A. Dates to Remember

September 19:	LBI Back-to-School Night, 6 p.m.
September 23:	Community Bridge Walk, 8:30 a.m.
September 25:	EJ School Pictures
September 26:	LBI School Pictures
October 2:	PTA Program, "No Bullying" at EJ and LBI Schools (Dr. Kopack thanked the PTA for providing this program.)
October 5:	LBI FLY, International Kite Festival, LBI Gym, 6:30-10 p.m.
October 12:	Theme Day – Sports Day
October 16:	Board of Education Meeting, LBI School, 7 p.m.

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

- LBIEA thanked the BOE for use of Kids Care by teachers
- Building program/referendum

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

RESOLUTION: Resolved that the Board of Education will open its next scheduled meeting on October 16, 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, Mrs. Hartmann, Mr. McMenamin, Mrs. Picaro, Mrs. Southwick, Mrs. Wasilewski, Mr. Fenimore, Mr. Donahower

Nays: 0

Abstain: 0

18. **At 7:24 p.m., a motion was made by Colette Southwick, second by Georgene Hartmann to approve the following:**

EXECUTIVE SESSION #2 (If Needed)

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): Mrs. Hartmann, Mr. McMenamin, Mrs. Picaro, Mrs. Southwick, Mrs. Wasilewski, Mr. Fenimore, Mr. Donahower

Nays (1): Mr. Beaty

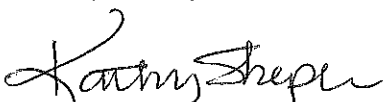
Abstain: 0

At 7:45 p.m. the Board returned from Executive Session. **No action was taken.**

19. **ADJOURNMENT**

At 7:46 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