

LONG BEACH ISLAND BOARD OF EDUCATION
BOARD MEETING AGENDA
June 20, 2017
Ethel Jacobsen School Media Center
Executive (Closed) Session 5:30 PM – Regular (Public) Session 7:00 PM

PUBLIC MEETING MINUTES

1. **CALL TO ORDER AND ADEQUATE NOTICE OF MEETING:** 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 June 20, 2017.

Board President, James Donahower, called the meeting to order at 7:09 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* 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**
- | | | |
|---------------|----------------|-----------------|
| Mr. Beaty | Mrs. Picaro | Mrs. Wasilewski |
| Mrs. Hartmann | Mrs. Raber | Mrs. Bott |
| Ms. Kain | Mrs. Southwick | Mr. Donahower |

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

4. **SPECIAL PRESENTATIONS**

- A. Recognition: The Board recognized and Dr. Kopack thanked Sharon VonGorski, LBI School Nurse, for her years of service to the Long Beach Island School District (1990).
- B. Scholarship Awards: The Board congratulated the following LBI graduates who received scholarships at Southern Regional High School's Scholarship Awards Ceremony: Dr. Kopack reported on the accomplishments of former LBI School students that graduated from Southern Regional High School this year.

Elizabeth O'Hara	Laura Patterson	Amanda McClellan	Steven Scholey
Chase Bendik	Kelly Fontana	Olivia Lattanzi	Emily Micciche
Griffen Arnone	Luke Yates	Annie Larkin	Andy Schwing
Michael Chase Bradley	Maura Flynn	Daniel Arnone	Madison Green
Ethan Yates	Hugo Sanchez	John Loftus	Gabrielle Cabaron

- C. Joseph DiCara, DiCara/Rubino Architects gave a presentation on the following:

- Reviewed plans
- Conceptual drawing of north elevation
- Conceptual photos of classrooms

Mr. Donahower opened up the discussion to public comment. Members of the public commented, asked questions as follows:

- Square footage of addition
- Flood elevation requirements
- Comparison study of utilities
- Possibility of solar panels
- Firewall between existing building and addition
- Gym lighting

5. **REPORT OF THE SUPERINTENDENT:** Dr. Kopack reviewed the June Happenings which are posted on the district's website. He also reported on the following: Wave display at the LBI Grade School, Cathy McBride, Science Teacher, participating the EARTH Program in Monterey Bay, California in July, Field Day (thanked PTA and volunteers), Summer Reading Parties in July and August, mandatory summer reading for incoming 5th and 6th grade students, and thanked all who volunteered/participated in the kindergarten and 6th grade graduation ceremonies.
6. **PUBLIC COMMENT – AGENDA ITEMS ONLY** - None
7. **BOARD CORRESPONDENCE** – Thank you from Sharon VonGorski
8. **APPROVAL OF MINUTES**

Motion by Georgene Hartmann, second by Marilyn Wasilewski to approve the following:

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

May 23, 2017: Regular and Closed Session
June 1, 2017: Special and Closed Session

Upon a roll call vote, motion carried:

May 23, 2017 Regular and Closed Session

Ayes (8): Mr. Beaty, Ms. Kain, Mrs. Southwick, Mrs. Wasilewski, Mrs. Bott, Mr. Donahower,
Mrs. Hartmann, Mrs. Picaro

Nays: 0

Abstain: Mrs. Raber

June 1, 2017 Special and Closed Session

Ayes (6): Mr. Beaty, Mrs. Hartmann, Ms. Kain, Mrs. Picaro, Mrs. Southwick, Mrs. Bott

Nays: 0

Abstain (3): Mrs. Raber, Mrs. Wasilewski, Mr. Donahower

9. **COMMITTEE REPORTS**

Motion by Jennifer Bott, second by Kristy Raber to approve the following:

A. Personnel

1. Summer Bus Drivers

Motion to approve the employment of the following summer school bus drivers at the hourly rate of \$17.50. Benefits are not included. (Currently employed as bus drivers in the district.)

Jennifer Swift
Charlene Boyle

2. Summer Transportation Aides

Motion to approve the employment of the following summer transportation aides at the hourly rate of \$14.00. Benefits are not included. (Currently employed as transportation aides in the district.)

Marguerite Schulze
Linda Mohalley

3. School Business Administrator/Board Secretary

Motion to approve the employment contract of Megan Gally, School Business Administrator/Board Secretary, at the annual salary of \$110,000 from July 1, 2017, to June 30, 2018, as approved by the Executive County Superintendent of Schools.

4. Letter of Resignation

Motion to accept a letter of resignation from Amanda Grabosky, PreK-3 Teacher, effective June 16, 2017.

5. Summer Employment

Motion to approve summer employment at the Stipend/XCOMP rate as follows:

- Summer Technology Positions: 2 teachers, 20 days, 6 hrs./day for a total of \$4,200 each: Shelley Smith and Cathy McBride
- Webmaster: To update and maintain the district website, 3 days, 5 hrs./day for a total of \$525: Wendy Yeager
- Scheduling/Orientation: 1 teacher, up to 28 hours at the XCOMP rate of \$35/hr.: Julie Oldham

6. PARCC Coordinator Stipends

Motion to approve stipends for PARCC testing coordinators for the 2017/18 school year as follows:

- PARCC/ASK Testing Coordinator: 2017-18 school year at a stipend of \$1,500: Julie Oldham
- PARCC Technology Coordinator: 2017-18 school year at a stipend of \$1,500: Shelley Smith

7. Merit Criteria

Motion to certify that the Superintendent's quantitative merit criteria has been satisfied for the 2016-2017 school year for submission to the Executive County Superintendent in the amount of \$4,163.

8. Leave of Absence

Motion to approve a leave of absence for Julia Townsend, Fifth Grade Teacher, from September 1, 2017, through December 1, 2017.

Board members expressed regret on the resignation of Ms. Grabosky and congratulated Mrs. Townsend.

Upon a roll call vote, motion carried:

Ayes (9): Mr. Beaty, Ms. Kain, Mrs. Southwick, Mrs. Wasilewski, Mrs. Bott, Mr. Donahower,
Mrs. Hartmann, Mrs. Picaro, Mrs. Raber

Nays: 0

Abstain: 0

B. Policy

Committee Report: Ms. Kain reported that the committee did not meet. A meeting date needs to be scheduled.

C. Building/Grounds/Transportation

Committee Report for the June 19th meeting: Mrs. Southwick reported on the following: possible relocation of EJ pick-up and drop-off, playground mulch, maintenance of buildings, temporary shoring at LBI Grade School, summer work, and installation of bottle fillers.

Motion by Jennifer Bott, second by Georgene Hartmann 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 24, 2017, 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, EJ School Garden, Tuesdays, July 11– August 8, 2017, 8:30-10:30 a.m. for the Summer Gardening Program.
- c. Southern Regional High School, Summer Band Program, LBI Media Center and Band Room, Mondays and Wednesdays, July 5-31, 2017, from 9:30-11:30 a.m.
- d. Southern Ocean County Chamber of Commerce, LBI Chowderfest, October 1, 2017, use of 5 School buses from 9:30 a.m. to 6:30 p.m. The Chamber of Commerce will be responsible for the cost of gas, drivers, and any bus repair and/or maintenance.
- e. Borough of Ship Bottom, LBI Gym, Summer Concert Series (alternate location in the event of rain), July 6, 13, 20, 27 and August 3, 10, 17, 2017 from 4-10:30 p.m. Custodian coverage costs (\$37.50/hr.) will be paid by Borough of Ship Bottom.

2. Contract Approval

Motion to approve a contract with Personal Touch Painting and Powerwashing, Absecon, NJ in the amount of \$11,300 to power wash, scrape, and paint the exterior of the Ethel Jacobsen School.

3. Contract Approval

Motion to approve a contract with Downes Forest Products, Hawthorne, NJ in the amount of \$787.50 for playground mulch at the EJ School.

Board Members asked questions about the following: window cleaning, clean-up and mulch in vacant spot of LBI Grade School playground, weeding on front of EJ School, cleaning and repair of tiles at EJ School, and maintenance costs for bus use requests.

Upon a roll call vote, motion carried:

Ayes (9): Mr. Beaty, Ms. Kain, Mrs. Southwick, Mrs. Wasilewski, Mrs. Bott, Mr. Donahower,
Mrs. Hartmann, Mrs. Picaro, Mrs. Raber
Nays: 0
Abstain: 0

D. Finance

Motion by Georgene Hartmann, second by Jennifer Bott to approve the following:

1. Financial Reports

Motion to accept the following financial reports:

- a. Report of the Secretary dated May 31, 2017
- b. Report of the Treasurer dated May 31, 2017

2. Bills List

Motion to approve the June 2017 Bills List, totaling \$198,238.56

3. Account Transfers

Motion to authorize the School Business Administrator to do account transfers that may be needed to close the fiscal year with Board confirmation at the next regular meeting.

4. End-of-the-Year Budget Transfers

Motion to authorize Megan Gally, School Business Administrator/Board Secretary, to make the transfers necessary to balance the 2016/2017 school budget to be approved at the July 25, 2017, Board meeting.

5. Supplemental Bill List

Motion to authorize Megan Gally, School Business Administrator/Board Secretary, to prepare a supplemental bill list on June 30, 2017, to pay any outstanding invoices for the 2016/2017 school year to be approved at the July 25, 2017, Board meeting.

6. Reservation of Fund Balance

WHEREAS, N.J.S.A. 18A:21-2, N.J.S.A. 18A:7G-31, and N.J.S.A. 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve account(s) year-end; and

WHEREAS, The aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by Board resolution; and,

WHEREAS, the Long Beach Island Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from General Fund into Capital, Emergency, and Maintenance Reserve accounts at year end; and

WHEREAS, the Long Beach Island Board of Education has determined that an amount not to exceed the below mentioned is available for such purpose of transfer:

<u>Account</u>	<u>Reserve Amount</u>
Capital Reserve	\$300,000
Maintenance Reserve	\$300,000

NOW, THEREFORE, BE IT RESOLVED by the Long Beach Island Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

7. Travel and Training

Motion to approve the following travel/training expenses:

Date	Name	Position	Workshop	Location	Cost
7/19/17	Joanne Miller Lynda Scholey Kathy Sheplin	Secretary	Google Apps for Secretarial Staff	George Mitchell Elementary School	Mileage
7/27/17	Suzanne D'Arcangelo	Speech	Integrating Brain-Based Approach to Using Pediatric Mindfulness	Toms River	\$209 registration and mileage
7/10-14/17	(Withdrawn) Kelly Arnao	Teacher	Orton-Gillingham	Toms River	\$1,075 registration and mileage

8. Title III Consortium

Motion to approve participation in the Title III Consortium for the 2017/2018 school year with Plumstead School District.

Upon a roll call vote, motion carried:

Ayes (9): Mr. Beaty, Ms. Kain, Mrs. Southwick, Mrs. Wasilewski, Mrs. Bott, Mr. Donahower, Mrs. Hartmann, Mrs. Picaro, Mrs. Raber

Nays: 0

Abstain: 0

E. Annual Approvals/Contracts

Motion by Marilyn Wasilewski, second by Georgene Hartmann to approve the following as amended:

1. Annual Contract Approvals

Motion to approve annual support and maintenance contracts beginning July 1, 2017, to June 30, 2018, as follows:

- Frontline Employee Absent Management System, \$3,228.36
- Strauss Esmay Policy Support System, \$2,495
- Morris Computer Systems, LLC, \$26,400 for IT services
- OnCourse System for Education, \$11,325.36, student database system
- KT Office Supply, \$8,349.45, copier support services
- Surf Fire and Security, \$6,470, inspection, maintenance, and monitoring of alarm systems at EJ and LBI schools
- CC Productions, Inc., \$2,022, cafeteria payment services
- Edmentum Reading Programs, \$6,845

2. School Alliance Insurance Fund

Whereas, the Long Beach Island Board of Education, hereafter referred to as "Educational Facility" is a member of the School Alliance Insurance Fund, hereinafter referred to as "Fund;" and

Whereas, said renewal membership terminates as of July 1, 2017 at 12:01 a.m., standard time, unless earlier renewed by agreement between the Educational Facility and the Fund; and

Whereas, the Educational Facility is afforded the following types of coverages:

- Worker's Compensation
- Package – Property, Boiler & Machinery, General and Auto Liability,
- Environmental Impairment Liability
- Excess Liability (AL/GL)
- School Leaders Professional Liability
- Excess Liability (SLPL)
- Student Accident
- Supplemental Indemnity – Workers' Compensation

Whereas, the Educational Facility desires to renew said membership;

Now Therefore, Be It Resolved as follows:

- (1). The Educational Facility agrees to renew its membership in the Fund for a period of three years beginning July 1, 2017, and ending July 1, 2020 at 12:01 a.m. eastern standard time, and to be subject to the coverages, operating procedures, bylaws, and other organizational and operational documents of the Fund presently existing or as from time to time amended by the Fund and/or the Department of Banking and Insurance.
- (2). The Educational Facility's Business Official is hereby appointed as the Educational Facility's Fund Commissioner and is authorized to execute the renewal Indemnity and Trust Agreement thereby evidencing annexed hereto and made a part hereof and to deliver same to the Fund the Educational Facility's renewal of its membership.
3. Interlocal Services Agreement
Motion to approve an Interlocal Services Agreement with Southern Regional Board of Education for provision of computer networking services to the Long Beach Island Consolidated School District Board of Education as presented.
4. Exposure Control Plan (Bloodborne Pathogens)
Motion to approve the Long Beach Island School District's Exposure Control Plan (Bloodborne Pathogens) for the 2017-2018 school year as presented.
5. Special Education Services 2017/2018
Motion to approve the following contracts for special education services for the 2017/2018 school year:
 - Occupational Therapy, Wendy Warner, \$75/hr.
 - **(Withdrawn)** Physical Therapy, Michelle Fontana, \$45/half hr.
6. Child Study Team Consultant List
Motion to approve child study team consultants for the 2017-2018 school year as presented.

7. Stronge Leader Performance Evaluation System
Motion to approve a subscription agreement with Stronge and Associates Educational Consulting, LLC for use of Stronge Leadership Evaluation System resources for the 2017/18 school year in the amount of \$150.
8. **(Addendum Item)** Transportation Repair Contract
Motion to extend the existing contract with Stohrer Bros. July 1, 2017 - June 30, 2018, at the current rate of \$98/hour.

Upon a roll call vote, motion carried:

Items 1-5, 7-8

Ayes (9): Mr. Beaty, Ms. Kain, Mrs. Southwick, Mrs. Wasilewski, Mrs. Bott, Mr. Donahower, Mrs. Picaro, Mrs. Raber, Mrs. Hartmann

Nays: 0

Abstain: 0

Item 6

Ayes (8): Mr. Beaty, Ms. Kain, Mrs. Southwick, Mrs. Wasilewski, Mrs. Bott, Mr. Donahower, Mrs. Picaro, Mrs. Raber

Nays: 0

Abstain: Mrs. Hartmann

F. Referendum

Committee Report from the June 13th meeting: Mrs. Bott reported on the following: FAQs, voter registration, communication campaign, upcoming taxpayer meetings, and referendum committee meetings scheduled for August 9, 29 and September 12.

Motion by Tom Beaty, second by Jennifer Bott to approve the following:

1. Press Release and Flyer
Motion to approve content of the referendum flyer and press release for release to the public.

Upon a roll call vote, motion carried:

Ayes (7): Mr. Beaty, Ms. Kain, Mrs. Southwick, Mrs. Wasilewski, Mrs. Bott, Mr. Donahower, Mrs. Raber

Nays (2): Mrs. Hartmann, Mrs. Picaro

Abstain: 0

10. UNFINISHED/NEW BUSINESS

Motion by Georgene Hartmann, second by Jennifer Bott to approve the following:

- A. Transportation Agreement
Motion to enter into a joint transportation agreement with Beach Haven Borough School District to transport one Beach Haven Student to Stafford Township School District's extended school year program at a cost to Beach Haven of \$80. This student will be transported along with our students.
- B. **(Addendum Item)** Shared Service Agreement
Motion to approve entering into a Shared Service Agreement with Little Egg Harbor Board of Education for Physical Therapy Services from July 1, 2017 to June 30, 2018.

Upon a roll call vote, motion carried:

Ayes (9): Mr. Beaty, Ms. Kain, Mrs. Southwick, Mrs. Wasilewski, Mrs. Bott, Mr. Donahower,
Mrs. Hartmann, Mrs. Picaro, Mrs. Raber
Nays: 0
Abstain: 0

11. ANNOUNCEMENTS

A. Dates to Remember

July 18: Summer Reading Program, Ocean County Library, Surf City, 10 a.m. – 12 p.m.
July 25: Board of Education Meeting, Ethel Jacobsen School, 7 p.m.
August 21: Summer Reading Program, Ocean County Library, Surf City, 10 a.m. – 12 p.m.
August 22: Board of Education Meeting, Ethel Jacobsen School, 7 p.m.
August 23: LBI School New Student/Parent Orientation
August 29: LBI School New Student/Parent Orientation

B. Harassment, Intimidation, and Bullying (HIB)

One investigation, not confirmed as HIB.

C. Donation

Thank you to Mrs. Buopane for a donation of art supplies to the LBI School District's Art Program.

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

- LBI School basketball rims deteriorated. Can they be repaired/replaced?
- Adoption of new logo on website
- Calendar adjustments on new website
- Bus 4 repair
- Transportation routes
- Meeting with Mayor Huelsenbeck

13. Motion by Jennifer Bott, second by Bonnie Picaro to approve the following:

RESOLUTION: Resolved that the Board of Education will open its next scheduled meeting on July 25, 2017, 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 (9): Mr. Beaty, Ms. Kain, Mrs. Southwick, Mrs. Wasilewski, Mrs. Bott, Mr. Donahower,
Mrs. Hartmann, Mrs. Picaro, Mrs. Raber
Nays: 0
Abstain: 0

14. EXECUTIVE SESSION #2: The Board did not return to executive session.

15. ADJOURNMENT: At 8:20 p.m., a motion was made by Jennifer Bott, second by Georgene Hartmann to adjourn. All in favor.

Respectfully Submitted,


Kathy Sheplin
Assistant Board Secretary