

LONG BEACH ISLAND BOARD OF EDUCATION

Long Beach Island, New Jersey

REGULAR MEETING

July 25, 2017

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 July 25, 2017.

Board President, James Donahower, called the meeting to order at 7:10 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**

PRESENT: Mr. Beaty Mrs. Picaro Mrs. Wasilewski Mrs. Hartmann
Mrs. Bott Ms. Kain Mrs. Southwick Mr. Donahower

ABSENT: Mrs. Raber

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

4. **REPORT OF THE SUPERINTENDENT:** Dr. Kopack addressed the Board and public as follows: Thanked Cassie and the library staff, teachers and community members who participated in the Summer Reading Party on July 18th at the LBI Branch of the Ocean County Library and announced that there will be another Summer Reading Party at the same location on August 21st.
5. **REPORT OF THE PRINCIPAL:** Mr. Birney addressed the Board and public as follows: Thanked all who are participating in the EJ Garden Summer Program and announced that produce from the garden is being sold at the Surf City Farmer's market. He also, noted that the custodians are working hard to prepare the buildings for the school year.
6. **PUBLIC COMMENT – AGENDA ITEMS ONLY:** None
7. **BOARD CORRESPONDENCE:** Mr. Donahower read a thank you note from Sharon VonGorski retired school nurse.
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:

June 20, 2017: Regular and Closed Session

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

9. COMMITTEE REPORTS

A. Negotiations

Committee Report: Mrs. Wasilewski reported on the status of the paraprofessional contract.

B. Personnel

Committee Report: No report.

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

1. Superintendent of Schools/Principal Contract
Motion to approve the submission of the employment contract of Peter Kopack, Superintendent of Schools/Principal from August 1, 2017 to June 30, 2022, to the Executive County Superintendent of Schools for approval.
2. School Nurse
Motion to approve the employment of Denise Lake as a school nurse for the 2017-2018 school year at the annual salary of \$65,119 (step 10 on the MA salary guide).
3. Leave Replacement Teacher
Motion to approve the employment of Megan Melega as a first grade leave replacement teacher beginning approximately September 18, 2017, through the end of the 2017-18 school year at the annual salary of \$56,404 prorated (step 1 on the BA salary guide).
4. Leave Replacement Teacher
Motion to approve the employment of Jenna VanKeuren as a fifth grade leave replacement teacher beginning September 1, 2017, through December 1, 2017, at the Long Term Substitute Rate of \$110 per day. Benefits are not included.
5. 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:

Erin Pein School Nurse
6. Part-time Paraprofessional Position
Motion to approve posting for a part-time paraprofessional for the 2017-2018 school year.
7. **(Addendum)** Part-time Preschool Teacher
Motion to approve the employment of Lisa Mennella-Leonard as a part-time Preschool Teacher for the 2017-2018 school year at the annual salary of \$56,404 prorated (step 1 on the BA salary guide). Benefits are not included.

Upon a roll call vote, motion carried:

Items 1-2 and 4-7

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

Nays: 0

Abstain: 0

Item 3

Ayes (7): Mrs. Hartmann, Ms. Kain, Mrs. Picaro, Mrs. Southwick, Mrs. Bott, Mr. Beaty, Mr. Donahower

Nays: 0

Abstain: Mrs. Wasilewski

C. Policy

Committee Report from the July 24th meeting: Ms. Kain reported on policy review progress. The next meeting is scheduled for August 30th.

D. Building/Grounds/Transportation

Committee Report from the July 13th meeting: Mrs. Southwick reported on the completion of repairs to the basketball rims and backboards at the LBI School, LBI School shoring is complete, transition plan and discussion with the architect and attorney regarding response to Surf City questions and recommendation to approve submission of the letter to the NJDOE.

A question was asked about the attendance of the attorney and architect at a committee meeting. Mrs. Southwick responded.

Motion by Colette Southwick, second by Jennifer Bott to approve the following:

1. Use of Facilities

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

- a. **(Tabled)** LBI Chamber of Commerce, LBI Gym, LBI FLY Kite Festival, October 7, 2017, from 4:30-11 p.m. A fee of \$37.50/hr. will be charged for services extending beyond scheduled custodial shift.
- b. Harvey Cedars Bible Conference, August 10 and 24, 2017, use of 1 bus 6:30 p.m. to 10:30 p.m. for a summer staff outings. August 10th to Thunderbird Lanes in Manahawkin and August 24th to the 19th Street boat ramp in Barnegat Light. The Harvey Cedars Bible Conference will be responsible for the cost of gas and drivers.

The Board discussed the use of buses by private and community organizations.

Upon a roll call vote, motion failed:

Ayes (3): Mrs. Hartmann, Mrs. Bott, Mr. Donahower

Nays (5): Mr. Beaty, Ms. Kain, Mrs. Picaro, Mrs. Southwick, Mrs. Wasilewski,

Abstain: 0

E. Finance

Motion by Marilyn Wasilewski, second by Jennifer Bott to approve the following:

1. Transfers

Motion to approve budget line item transfers for June 2017.

Transfer #1	Account Description	To	From
11-000-219-105-0000	CST Salary	\$690.00	
11-120-100-101-3000	Stipends		\$690.00
Transfer #2	Account Description	To	From
11-000-251-100-1000	Bus. Admin. Salary	\$2,145.00	
11-000-291-290-0000	Other Employee Benefits		\$2,145.00
Transfer #3	Account Description	To	From
11-130-100-101-0000	Salaries-Gr 6	\$4,396.00	
11-000-262-420-3000	Cont. Svc. Equip.	\$1,150.00	
11-000-270-420-0000	Cleaning, Repair	\$93.00	
11-000-270-610-2000	Bus parts	\$418.00	
11-120-100-101-3000	Stipends		\$6,057.00

2. Financial Reports

Motion to accept the following financial reports:

- Report of the Secretary dated June 30, 2017
- Report of the Treasurer dated June 30, 2017

3. Bills List

- Motion to approve the supplemental bill list for June 2017 totaling \$38,508.47
- Motion to approve the July 2017 Bills List, totaling \$268,404.95

4. Travel and Training

Motion to approve the following travel/training expenses.

Date	Name	Position	Workshop	Location	Cost
8/29/17 9/26/17 11/14/17 12/12/17 1/23/18 2/20/18 3/20/18 4/24/18 6/5/18	Peter Kopack	Superintendent	Ocean County Association of School Administrators Roundtable Meetings	Various locations in Ocean County	Mileage
8/2/17	Kathy Sheplin	Superintendent's Secretary	Mandatory DOE Training: Certification and Professional Development	Rowan University, Sewell	Mileage

5. Amendment to 2017-2018 Budget

Resolution to amend the 2017-2018 Budget in the following manner:

Increase Revenue from State Sources - Special Education Categ. Aid \$2,265
Increase Expense - Purch. Prof. Services \$2,265

6. IDEA Grant Acceptance

Motion to accept the IDEA Grant FY 2018 from the Department of Education in the following amounts:

Preschool	\$ 4,196
Basic	<u>\$68,906</u>
Total Allocation	\$73,102

Board members questioned items on the Treasurer's Report, bill list, and IDEA Grant.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

F. Annual Approvals/Contracts

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

1. Emergency AED Action Plan

Motion to approve the 2017-2018 Emergency AED Action Plan for the Long Beach Island School District as presented.

2. Standing Orders

Motion to approve the Authorization for Standing Orders 2017-2018 (approved medical supplies) as presented.

3. Disposal of Obsolete Equipment

Be it resolved to dispose of the attached list of equipment due to it being broken and/or unusable. Authorization is granted to have appropriate items recycled at local recycling center/other locations.

4. St. Francis Facilities Use Agreement

Motion to approve submission of the facilities use agreement to St. Francis Parish for the use of the swimming pool for the district's swim program for the 2017-18 school year.

5. **(Addendum)** Disposal of Outdated Materials

Motion to dispose of materials from the outdated ELA program: Storytown Student edition books, Teacher edition books, workbooks, short story books.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

G. Curriculum/Technology

Committee Report: No report

H. **Referendum Committee**

Committee Report from the June 28th meeting: Mrs. Bott reported that the full committee did not meet. She reported on taxpayer meetings for Holgate, High Bar Harbor, and Joint Council of Taxpayer Association, outreach with information on the referendum through the district website, Surf City Farmer's Market and noted that a tax calculator is available on the website. The committee is scheduled to meet on August 9th, August 29th, and September 12th.

10. **UNFINISHED/NEW BUSINESS**

Motion by Marilyn Wasilewski, second by Jennifer Bott to approve the following:

A. Letter to NJDOE

Motion to approve submission of the letter from DiCara/Rubino Architects to Mr. Tom Lakavitch, NJDOE Office of School Facilities.

B. Classroom Close-up NJ

Motion to allow the taping of a segment entitled "Surf City School Garden" at the Ethel Jacobsen School on September 19, 2017 for the television program Classroom Close-up NJ which airs on NJTV every Sunday at 7:30 a.m., 12:30 p.m. and 7:30 p.m.

C. Choice Application

Motion to accept a Choice application for one kindergarten student for the 2017-2018 school year.

D. **(Addendum)** Transportation Agreement

Motion to enter into a joint transportation agreement with Brick Township School District to transport one student to Stafford Township School District's extended school year program at a cost to Brick Township of \$80. This student will be transported along with our students.

The Board discussed the letter to the DOE and Choice.

Upon a roll call vote, motion carried:

Item A

Ayes (6): Ms. Kain, Mrs. Southwick, Mrs. Wasilewski, Mrs. Bott, Mr. Beaty, Mr. Donahower

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

Abstain: 0

Items B and D

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

Nays: 0

Abstain: 0

Item C

Ayes (7): Mrs. Hartmann, Ms. Kain, Mrs. Picaro, Mrs. Southwick, Mrs. Wasilewski, Mrs. Bott, Mr. Donahower

Nays (1): Mr. Beaty

Abstain: 0

11. **ANNOUNCEMENTS**

A. Harassment, Intimidation, and Bullying (HIB)

There were no confirmed HIB incidents for the second reporting period of January 1, 2017 through June 30, 2017. There were no incidents of violence and vandalism for the reporting period of January 1, 2017 through June 30, 2017. EVVRS (Electronic Violence and Vandalism Report System) annual data has been verified and transmitted to the state. Also, HIB-ITP Report for Investigations, Trainings, and Programs for report periods 1 and 2 have been submitted to the NJDOE.

B. Donation

Thank you to Mrs. Egan for a donation of educational materials to the LBI School District.

C. Dates to Remember

August 21: Summer Reading Party, Long Beach Island Branch of the Ocean County Library, 10 a.m. to 12 p.m.

August 22: Board of Education Meeting, Ethel Jacobsen School, 7 p.m.

Dr. Kopack introduced and congratulated new staff who were present: Megan Melega, Jenna VanKeuren, and Lisa Mennella-Leonard.

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

- Referendum Committee Members
- Closing of LBI Grade School
- Evaluation of cost of LBI Grade School repairs

13. **Motion by Jennifer Bott, second by Marilyn Wasilewski to approve the following:**

RESOLUTION: Resolved that the Board of Education will open its next scheduled meeting on August 22, 2017, in Executive Session 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 (7): Mrs. Hartmann, Mrs. Picaro, Mrs. Southwick, Mrs. Wasilewski, Mrs. Bott, Mr. Beaty, Mr. Donahower

Nays (1): Ms. Kain,

Abstain: 0

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

15. **ADJOURNMENT**

At 8:07 p.m., a motion was made by Colette Southwick, second by Marilyn Wasilewski to adjourn. All in favor.

Respectfully Submitted,



Kathy Sheplin
Assistant Board Secretary