

LONG BEACH ISLAND BOARD OF EDUCATION
Long Beach Island, New Jersey
October 17, 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:** 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 October 17, 2017.

Board President, James Donahower, called the meeting to order at 7:08 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. Raber
Ms. Bott Ms. Kain Mrs. Southwick Mr. Donahower

ABSENT: None

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

4. **SPECIAL PRESENTATIONS**

A. Jerry Conaty, Holman Frenia Allison, P.C. presented the 2016/2017 Comprehensive Annual Financial Report and Auditors' Management Report. No modifications were necessary.

B. PARCC Presentation – Dr. Kopack reported to the public on spring 2017 PARCC assessment results.

C. Classroom Close-up: Mr. Birney, Principal, Ms. Esarey, First Grade Teacher, and students gave a slide presentation on the filming of the EJ Garden for a segment entitled "Surf City School Garden" for the television program Classroom Close-up NJ which airs on NJTV.

5. **REPORT OF THE SUPERINTENDENT:** Dr. Kopack congratulated the LBI PTA on a very successful fundraiser and reported on grade level happenings for grades 3-6. Happenings are posted on the school district website.
6. **REPORT OF THE PRINCIPAL:** Mr. Birney reported on the EJ Garden Best in NJ Farm to School award from the NJ Department of Agriculture, Kite Assembly as part of the LBI Fly Kite festival, fire prevention program and grade level happenings for grades PreK-2.
7. **PUBLIC COMMENT – AGENDA ITEMS ONLY:** None

8. **BOARD CORRESPONDENCE:** None

9. **APPROVAL OF MINUTES**

Motion by Jennifer Bott, second by Allyn Kain to approve the following:

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

September 19, 2017: Regular and Closed Session

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: Mrs. Raber

10. **COMMITTEE REPORTS**

A. **Negotiations**

Committee Report: Marilyn Wasilewski – no report.

B. **Personnel**

Committee Report: Georgene Hartmann – no report.

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

1. Unpaid Leave Request

Motion to approve an unpaid leave request for Sarah Esarey, First Grade Teacher, on November 20, 21, and 22, 2017.

2. 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:

Jeanne Priscoe	Teacher
Tara Visconti-Smith	Teacher
Danielle Rosa-Brown	Teacher
Melissa Grando	Nurse

3. Long-term Substitute

Motion to approve the long term substitute assignment of Danielle Rosa-Brown due to a third grade vacancy effective November 13, 2017, through March 29, 2018, at the annual salary of \$56,404 prorated (step 1 on the BA salary guide).

4. Stipend/XCOMP Hours

Motion to approve Stipend/XCOMP hours for members of the following committees at the XCOMP rate of \$35:

- SciP Committee up to 10 hrs.: Wendy Yeager (replacing Cathy McBride)
- Curriculum Committee up to 5 hrs. each: Janelle Scholey, Tracy Sherrier, Sarah Esarey, Wendy Yeager

5. Letter of Intent to Retire

Motion to accept a letter of intent to retire from Marilyn Moffitt, Board Office Administrative Assistant/Transportation Coordinator, effective March 1, 2018. Ms. Moffitt has worked in the Long Beach Island School District since 1997.

Board members expressed regret, appreciation, and congratulated Ms. Moffitt on her retirement.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

C. **Policy**

Committee Report from the October 11th meeting: Ms. Kain reported policy review is complete and will be available for Board review at the November meeting.

D. **Building/Grounds/Transportation**

Committee Report on the October 17th meeting: Ms. Southwick reported on transportation, shared services and playground safety and security.

Motion by Jennifer Bott, second by Allyn Kain 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, EJ School Parking Lot, October 28, 2017, for Used Clothing Drive from 8 a.m. to 3:30 p.m.
- b. LBI PTA, EJ School Media Center, October 26, 2017, for Meet the Candidates Night, 6:30 p.m..

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

E. **Finance**

Committee Report: Kristy Raber – no report

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

1. Independent Annual Audit

Motion to accept the Independent Auditor's Report, Auditor's Management Report on Administrative Finding and resulting Corrective Action Plan for the year ended June 30, 2017.

2. Financial Reports

Motion to accept the following financial reports:

- a. Report of the Secretary dated August 31, 2017 and September 30, 2017
- b. Report of the Treasurer dated August 31, 2017 and September 30, 2017

3. Bills List

Motion to approve the October 2017 Bills List, totaling \$205,526.57 (Barnegat Light election costs were reduced from \$818.77 to \$659)

4. Extraordinary Aide Reimbursement

Motion to accept 2016-17 State Extraordinary aid reimbursement in the amount of \$13,642 and appropriate the funds into the 17-18 account line of 11-000-270-161-0000 Special Education Transportation.

5. Travel and Training

Motion to approve the following travel/training expenses.

Date	Name	Position	Workshop	Location	Cost
10/19/17	Kathy Sheplin	Secretary	County Certification Meeting	Central Regional	mileage
10/27/17 12/1/17	Julie Oldham	Guidance	Children's Interagency Coordinating Council (CIACC)	Lacey Twp. HS	mileage
2/1/18 3/22/18 4/17/18 5/8/18	Peter Kopack	Superintendent	NJASA One-Day Seminar Series: How Reflective Leaders Take Action—Making A District-wide Impact Cyber-Security: New Breaches and Threats Using Data in School Leadership – Road Map for District Data Teams Management of Time and Priorities – Running Fast is Getting Old	Monroe	\$600 registration and mileage
11/16/17	Karen Beetel	Teacher	High Functioning Autism	Cherry Hill	\$119.99 registration and mileage
11/4/17 Saturday	Cathy McBride	Teacher	Mid-Atlantic Marine Educators Association (MAMEA) Annual Conference	Ocean City, MD	\$85 registration and mileage

Date	Name	Position	Workshop	Location	Cost
12/1/17	David Yates	Facilities Manager	Energy Management	Atlantic Cape Community College	\$245 registration and mileage or use of district vehicle
12/2/17 12/9/17 12/16/17	David Yates	Facilities Manager	Structural and Mechanical Systems	Atlantic Cape Community College	\$486 registration and mileage or use of district vehicle
10/17/17 and monthly dates Nov-June TBD	Frank Birney	Special Education Supervisor	Special Education Director's Roundtable	Various locations in Ocean County	mileage

6. Field Trips

Motion to approve annual field trips as follows:

Grade	Date	Destination	Teacher(s) in Charge	Cost
PK-3	6/5/18	Ship Bottom Park	Ms. Leonard 10 students/3 teachers	bus
PK-4	5/23/17	Barnegat Lighthouse	Ms. Boyd 14 students/4 teachers	bus
	3/21/18	Insectropolis-Bugseum of NJ	14 students/4 teachers/4 adults	\$8 each (\$176) admission and bus
Kindergarten	3/6/18	ACME Market, Brant Beach	Ms. Cook/Ms. Ramilo 32 students/3 staff	bus
	5/23/18 (rain date 5/30/18)	Storybook Land	32 students/3 teachers/6 chaperones/1 nurse	\$15.50 each (\$651) admission and bus
First	5/18/18	Cold Springs Village	Ms. Esarey/Ms. Melega 29 students/2 teachers/4 adults/1 nurse	\$10 each (\$360) admission bus
	May 2018	Barnegat Bay Blitz (Lighthouse, USCG Station, nature trail, BL beach clean-up)	29 students/2 teachers/4 adults/1 nurse	bus

Grade	Date	Destination	Teacher(s) in Charge	Cost
Second	October 2017	Harvey Cedars Municipal Building	Ms. Sherrier/Ms. Ferrer 26 students/2 teachers/1 nurse	bus
	5/16/18	Cape May Zoo	26 students/2 teachers/1 nurse	Rotary donation and bus
Third	6/2/18	Tuckerton Seaport	Ms. DeBiasi/Ms. Sheplin 40 students/2 teachers/2 adults/1 nurse	\$12 per child (\$480) teachers, nurse, chaperones are free and bus
	12/20/17	Algonquin Theater	40 students/2 teachers/2 adults/1 nurse	\$9 each (\$405) and bus
Fourth	6/7/18	Allaire State Park	Ms. Daly/Ms. Scotto di Carlo 31 students/10 adults (includes teachers, parents, nurse)	\$15.50 each (\$635.50) and bus
	Spring 2018	Barnegat Light Coast Guard Station	31 students/10 adults (includes teachers, parents, nurse)	bus
Fifth	3/22/18	National Constitution Center-Philadelphia	Ms. Townsend/Mr. Kappy 27 Students/4 Chaperones (3 Teachers and 1 nurse)	\$15 each (\$465) and bus
Sixth	5/11/18	Philadelphia Zoo	Ms. Scholey/Ms. Rothstein 30 students and 5 chaperones	\$13 each (\$455) (\$10 each additional if box lunch for students) and \$1,800 for trolley tour bus
	6/1/18 (rain date 6/8/18)	Bay Day Harvey Cedars Bay Beach and Sunset Park	30 students and 5 chaperones	bus
K-2	TBD	LBI School for PTA/School Programs		bus
3-6	TBD	EJ School for PTA/School Programs		bus

Grade	Date	Destination	Teacher(s) in Charge	Cost
K-2	TBD	Walking Trip to Ocean County Library		No cost
3-6	TBD	PARCC testing EJ School		bus
5-6 Band	TBD	Walking Trip to 19 th Street and Bay, Ship Bottom	Mr. Cotov	No cost
SAIL	5/17/18	Peace Summit	Ms. Scholey 24 students/2 chaperones	bus
Science	5/22/18	Ship Bottom Bay Beach	Ms. McBride 29 students/3 teachers/2 chaperones	bus
Band	1/11/18	Side-by-Side Concert (SRMS)	Mr. Cotov 10 students/1 teacher/1 chaperone	bus
Kindergarten	TBD	Rotary Holiday Luncheon	Ms. Cook/Ms. Ramilo	bus
1-2	TBD	SRHS Holiday Show	Ms. Esarey/Ms. Melega Ms. Ferrer/Ms. Sherrier	Bus

Election expenses were discussed and hourly rates for Borough Clerks were reviewed.

Upon a roll call vote, motion carried:

Ayes (9): Mrs. Hartmann, Ms. Kain, Mrs. Picaro, Mrs. Southwick, Mrs. Wasilewski, Mrs. Bott, Mr. Beaty, Mr. Donahower, Mrs. Raber (except for election costs on bills list)

Nays: 0

Abstain: 0

F. Annual Approvals/Contracts

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

1. Nursing Services Plan
Motion to approve the 2017-2018 Long Beach Island School District Nursing Services Plan as presented.
2. Annual Maintenance Worksheet M-1 and Comprehensive Maintenance Plan FY 18-19
Motion to approve the Long Beach Island School District Annual Maintenance Budget Worksheet, M-1 and the District's Three-Year Comprehensive Maintenance Plan 2018-2019 as presented.
3. QSAC (New Jersey Quality Single Accountability Continuum) Statement of Assurance
WHEREAS, N.J.A.C 6A:30-3.1 requires participating school districts to hold a public meeting to approve the submission of the district's QSAC Statement of Assurance; and,

WHEREAS, the Long Beach Island Board of Education has reviewed the district's QSAC Statement of Assurance and hereby approves the document,

NOW THEREFORE BE IT RESOLVED, that the Long Beach Island Board of Education does hereby authorize the Superintendent of Schools to submit the QSAC Statement of Assurances to the Commissioner of Education in compliance with the provisions of N.J.A.C. 6A:30-3.1.

4. Snow Removal

Motion to approve a contract in accordance with the proposal as written with David Ash, Jr., Landscape Contractors, 908A Long Beach Boulevard, Surf City for snow removal services.

5. Child Study Team Consultant List

Motion to approve an addition to the child study team consultant list for the 2017-2018 school year as follows:

Counseling Services, Sarah E. Campbell, PhD

6. Curriculum Alignment and Adoption

Motion to approve the Long Beach Island School District Curricula, which were designed to specifically align with the most recent State Board adopted version of the New Jersey Student Learning Standards in the following content areas:

Standard	Content Area	State Board Adoption Date	Required District Implementation of Revised Curricula	Initial District Adoption Date
1	Visual and Performing Arts	July 9, 2014	September 2015	August 18, 2015
2	Comprehensive Health and Physical Education	July 9, 2014	September 2015	August 18, 2015
3	English Language Arts	May 4, 2016	September 2017	June 21, 2016
4	Mathematics	May 4, 2016	September 2017	June 21, 2016
5	Science	July 9, 2014	Grades 6-12, September 2016	6 th Grade, September 20, 2016
			Grades K-5, September 2017	K-5, September 17, 2017
6	Social Studies	July 9, 2014	September 2015	June 16, 2015
7	World Languages	July 9, 2014	September 2015	August 18, 2015
8	Technology	October 1, 2014	September 2015	August 18, 2015
9	21 st Century Life and Careers	October 1, 2014	September 2015	August 18, 2015

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

G. **Curriculum/Technology**

Committee Report: Ms. Picaro reported that the committee will meet on November 15th.

H. **Referendum/Public Relations**

Committee Report: Ms. Bott reported that the committees did not meet. The PTA is scheduling a Meet the Candidates Night on October 26th at 6:30 p.m. in the EJ School Media Center.

11. **UNFINISHED/NEW BUSINESS**

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

A. Grant Application

Motion to approve submission of a BirdSleuth K-12 School Garden Grant application from Bianca Aniski, School Nurse, for the Ethel Jacobsen School garden. Twenty teachers will be awarded with a \$500-\$2,000 grant, gardening supplies, and BirdSleuth's *Habitat Connections* kit.

B. Grant Application

Motion to approve submission of a 2017-18 Healthy Schools, Healthy Children Mini Grant application from Anne Einselen, for a hydroponic garden to grow strawberries in the winter and seed tower to cultivate seeds to plant in the garden. Grant awards range from \$800-\$1,500.

C. School Board Goals

Motion to approve the 2017-2018 Board of Education Goals as follows:

1. To review and reassess Board of Education plans for school consolidation.
2. To increase Board of Education communication both with the Board and community as well as attend Board of Education professional development opportunities.

D. **School Consolidation:** Mr. Donahower reported that the Board is in the process of assessing the next steps forward. A meeting will be scheduled with Mayors. New information will be reported to the public when it is received.

E. Ocean County Official Election Results: Special School Election - September 26, 2017

Bond Proposal No. 1 - Defeated

Yes	579
No	1,127
Total	1,706

Bond Proposal No. 2 - Defeated

Yes	550
No	1,100
Total	1,650

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

12. **ANNOUNCEMENTS**

- A. Harassment, Intimidation, and Bullying (HIB)
No investigations/incidents to report.
- B. Donation
Thank you to Walmart Store Manager, Joseph Devaney, for a donation of school supplies for the Long Beach Island Grade School.
- C. Bus Evacuation Drills
Semi-annual bus evacuation drills were conducted on October 17, 2017.
- D. Dates to Remember
 - October 16: NATIONAL SCHOOL BUS SAFETY WEEK
NJ SCHOOL VIOLENCE AWARENESS WEEK
PTA Meeting, LBI School, 7 p.m.
 - October 17: LBI bus drills in AM
Grade 5K Swim Program at St. Francis
Board of Education Meeting, EJ School, 7 p.m.
 - October 18: Grade 4D -Swim Program at St. Francis
 - October 19: PTA Book Preview
Grade 6S -Swim Program at St. Francis
 - October 20: PTA Book Preview
 - October 23: PTA Book Fair – Monday-Friday – 10/23 – 10/27
Early Dismissal – Parent Teacher Conferences
PTA Book Fair during conferences
 - October 24: Early Dismissal – Parent Teacher Conferences
PTA Book Fair during conferences
LBI Evening Conference
 - October 25: Early Dismissal – Parent Teacher Conferences
PTA Book Fair during conferences
EJ Evening Conference
 - October 26: Parents invited to lunch for National School Lunch Week
PTA Book Fair during student lunches
Grade 6S -Swim Program at St. Francis
 - October 27: Parents invited to lunch for National School Lunch Week
PTA Book Fair during student lunches
 - October 28: PTA CLOTHING DRIVE, EJ School, 8-3:30
 - October 31: HAPPY HALLOWEEN
EJ and LBI Halloween Safety Presentations in the AM
Grade 5K Swim Program at St. Francis
EJ and LBI Halloween Parades in the PM

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

- Cost of busing for field trips
- Student capacity at EJ and LBI Schools
- Sharing outcome of discussion with the Mayors
- Choice
- Rejection of referendum
- Cost of living on Long Beach Island
- Selling of LBI School District Assets
- LBI PTA "Meet the Candidates Night"
- Student Council/SAIL Program
- New school logo
- Condition of school buildings

Board Members were given the opportunity to express their sentiments and ideas on moving forward following the defeat of the referendum.

A consensus was taken of Board Members to schedule an informal meeting with the Mayors to find common ground. The consensus was to schedule a meeting.

15. **Motion by Jennifer Bott, second by Allyn Kain to approve the following:**

RESOLUTION: Resolved that the Board of Education will open its next scheduled meeting on November 21, 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): Mrs. Hartmann, Ms. Kain, Mrs. Picaro, Mrs. Southwick, Mrs. Wasilewski, Mrs. Bott, Mr. Beaty, Mr. Donahower, Mrs. Raber

Nays: 0

Abstain: 0

16. **At 9:02 p.m., a motion was made by Jennifer Bott, second by Colette Southwick to approve the following:**

EXECUTIVE SESSION #2

Resolved by the Long Beach Island Board of Education to enter into a closed executive session for the purpose of discussing matters of personnel and attorney/client privilege. Action will not be taken upon return to regular session. Length of meeting is expected to be approximately 30 minutes. The matter will be disclosed to the public when the reason for the executive session no longer exists.

Upon a roll call vote, motion carried:

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

Nays (1): Mrs. Hartmann

Abstain: 0

At 9:58 p.m. the Board returned from Executive Session. No action was taken.

17. **ADJOURNMENT**

At 9:59 p.m., a motion was made by Jennifer Bott, second by Kristy Raber to adjourn. All in favor.

Respectfully Submitted,

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

Kathy Sheplin
Assistant Board Secretary