

LONG BEACH ISLAND BOARD OF EDUCATION

Long Beach Island, New Jersey

REGULAR MEETING

November 21, 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 November 21, 2017.

Board President, James Donahower, called the meeting to order at 7:05 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
 Mrs. 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. Phil Nicastro of Strauss Esmay provided the Board with an overview of the policy adoption process and features of the service provided by Strauss Esmay.

5. **REPORT OF THE SUPERINTENDENT:** Dr. Kopack reported on Pennies for Patients, Monterey Bay Skype, and 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 Book Fair, Parent Lunch, DARE Halloween and Parade and grade level happenings for grades PreK-2.
7. **PUBLIC COMMENT – AGENDA ITEMS ONLY:** Comment asking for clarification on engineering study.
8. **BOARD CORRESPONDENCE:** None
9. **APPROVAL OF MINUTES**

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

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

October 17, 2017:	Regular and Closed Session
October 30, 2017:	Special
November 14, 2017:	Special and Closed Session

Upon a roll call vote, motion carried:

Ayes (5): Mr. Beaty, Ms. Kain, Mrs. Southwick, Mrs. Wasilewski, Mrs. Bott,

Nays: Mrs. Hartmann, No Mrs. Picaro (October 17)

Abstain: Mr. Donahower (October 17)

10. COMMITTEE REPORTS

A. Negotiations

Committee Report: Marilyn Wasilewski reported that the salary guide is resolved with regard to the paraprofessional employees.

B. Personnel

Committee Report: Georgene Hartmann – no report.

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

1. Assistant to the Business Administrator

Motion to approve the employment of Meghan Lee as the Assistant to the Business Administrator at an annual salary of \$42,000 prorated effective January 2, 2018.

2. Leave of Absence

Motion to modify the leave of absence start date for Chloe Sheplin from November 13, 2017 to October 30, 2017.

3. 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:

Jackie Spinner	Kids Care (district employee)
Margaret Bucci	Kids Care (district employee)
Victoria Watterworth	Kids Care (district employee)
Launa Ruoff	Teacher
Karen Vaughan	Secretary/Classroom Aide/Transportation Aide
Joyce Rinaldi	Secretary/Classroom Aide/Transportation Aide
Gail Cragg	Teacher
Oral Williams	Custodian

4. Fieldwork Request

Motion to approve an Occupational Therapy Level I fieldwork experience request (36 hours) for Allyson Hartman, Jefferson-Bucks County Occupational Therapy Assistant Program student, with Wendy Warner, Occupational Therapist, from January 29, 2018 through March 23, 2018.

Upon a roll call vote, motion carried:

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

Nays:

Abstain: Mrs. Picaro (On item 3)

C. **Policy**

Committee Report: Allyn Kain reports that the first reading of the new policy manual is set for approval as indicated by Mr. Nicastro.

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

1. Board of Education Policies – First Reading

WHEREAS, New Jersey school districts are required by New Jersey statutes, administrative codes, and New Jersey Department of Education mandates to develop and adopt policies and regulations regarding school district operations; and

WHEREAS, the Long Beach Island Board of Education and administrative staff, working with Strauss Esmay Associates, L.L.P, have developed a complete Policy and Regulation Manual that updated all policies and regulations; and

WHEREAS, the process is completed and the Long Beach Island Board of Education Policy and Regulation Manuals are finalized and prepared for Board approval; and

NOW, THEREFORE BE IT RESOLVED, the Long Beach Island Board of Education adopts the policies and regulations included in the new Policy and Regulation Manual on first reading at this Board Meeting on November 21, 2017;

FURTHERMORE, BE IT RESOLVED, the policies and regulations included in the new Policy and Regulation Manuals shall be effective upon Board adoption on second reading at the December 19, 2017 Board Meeting.

Upon a roll call vote, motion carried:

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

Nays: Mrs. Hartmann, Mrs. Picaro

D. **Building/Grounds/Transportation**

Committee Report: Colette Southwick – no report

Motion by Jennifer Bott, second by Kristy Raber 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 Gym, Coffee Fundraiser pick-up location December 12, 2017 from 3:30-5:30 p.m.

b. Stafford Soccer Club, LBI Gym, Tuesday nights beginning December 12, 2017 through March 13, 2018 from 6:15 – 8 p.m.

Upon a roll call vote, motion carried:

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

Nays: None

E. **Finance**

Committee Report: Kristy Raber – no report

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

1. Transfers
Motion to approve budget line item transfers.

Transfer #1	Account Description	To	From
11-190-100-610-9000	Supplies - Science	\$1,623.35	
11-190-100-610-8000	Tech Center Supplies		\$1,623.35

2. Financial Reports
Motion to accept the following financial reports:
 - a. Report of the Secretary dated October 31, 2017
 - b. Report of the Treasurer dated October 31, 2017
3. Bills List
Motion to approve the November 2017 Bills List, totaling \$182,926.33
4. Travel and Training
Motion to approve the following travel/training expenses.

Date	Name	Position	Workshop	Location	Cost
12/7/17	Shelley Smith	Teacher	Photo, Audio, and Video Editing Apps: Free and Online	SRI and ETTC, Pomona	4 ETTC Hours and Mileage
12/6/17	Lisa Benjamin	Teacher	LBIF Professional Development Day	LBI Foundation of Arts and Sciences, Loveladies	\$85 registration
1/26/18	Peter Kopack	Superintendent	TECHSPO '18	Atlantic City	\$275 registration and mileage
1/25/18 1/26/18	Shelley Smith	Teacher	TECHSPO '18	Atlantic City	\$425 registration and mileage
4/27/18	Bianca Aniski	Nurse	Indoor Air Quality Training	Neptune	Mileage

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

F. Annual Approvals/Contracts

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

1. Contract Approval

Motion to approve a contract with NJ Commission for the Blind and Visually Impaired for educational services from September 1, 2017 to June 30, 2018 in the amount of \$1,900.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

G. **Curriculum/Technology**

Committee Report: Dr. Kopack reported on the topics of the last curriculum meeting: RTI, professional development, mindfulness; the summer reading program and there had been a presentation and discussion for a 3D printer. Finally, there will be a literacy event in January.

H. **Referendum/Public Relations**

Committee Report: Ms. Bott - No report.

11. **UNFINISHED/NEW BUSINESS**

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

A. School Consolidation

B. Shared Service Agreement - Transportation Services

Resolved that the Long Beach Island Board of Education enter into a shared services agreement with Central Regional School District for the provision of transportation services for the Long Beach Island School District from February 1, 2018 through June 30, 2019 at a cost of \$21,000 (\$1,000 February 1 to June 30, 2018 and \$20,000 July 1, 2018 through June 30, 2019). This agreement provides a transportation supervisor and other associated services.

Upon a roll call vote, motion carried:

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

Nays: Mr. Beaty

Abstain: 0

Mr. McKeever stated that the agreement would also require approval in 2018 for the 2018-2019 portion again.

12. **ANNOUNCEMENTS**

A. Award

Congratulations to the students and faculty of the Long Beach Island Grade School for its award for Top Per Capita Fundraising School in New Jersey from the Leukemia & Lymphoma Society.

B. Harassment, Intimidation, and Bullying (HIB)

One investigation not confirmed as HIB.

C. Dates to Remember

Mon., 11/20/17

Beginning of 2nd Marking Period

Tues, 11/21/17	PTA Meeting, LBI Grade School Media Center, 7 p.m. Board of Education Meeting, Ethel Jacobsen School, 7 p.m.
Wed, 11/22/17	Early Dismissals – Thanksgiving Recess
Thurs., 11/23/17-Fri., 11/24/17	SCHOOL CLOSED – Thanksgiving Recess
Tues., 11/28/17	Lenape Program for Grade 3 – Media Center Grade 5T Swim Program begins at St. Francis LBI - PEP Session B starts
Wed., 11/29/17	Report Cards issued via portal Grade 4S Swim Program begins at St. Francis After-School Band
Thurs., 11/30/17	Grade 6R Swim Program at St. Francis After-School Band

13. **PUBLIC COMMENT - None**

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

RESOLUTION: Resolved that the Board of Education will open its next scheduled meeting on December 19, 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

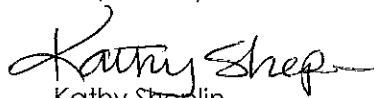
Nays: 0

Abstain: 0

15. **ADJOURNMENT**

At 8:25 p.m., a motion was made by Kristy Raber, second by Jenn Bott to adjourn. All in favor.

Respectfully Submitted,



Kathy Sheplin
Assistant Board Secretary