

## LONG BEACH ISLAND BOARD OF EDUCATION

Long Beach Island, New Jersey

REGULAR MEETING

December 19, 2017

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### 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 December 19, 2017.

Board President, James Donahower, called the meeting to order at 7 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. **REPORT OF THE SUPERINTENDENT:** Dr. Kopack congratulated the teachers and staff for receiving the trophy for "Overall Winner" in the Ship Bottom Christmas Parade, thanked Ms. McBride for participating in a virtual teleconference between 6<sup>th</sup> grade students and scientists from Antarctica, STEAM/Astronomy Night will be held in January and will kick off the DEAR (Drop Everything and Read) program, and thanked the PTA for the following programs: coffee fundraiser, spirit wear fundraiser, Holiday Gift Shop and Children's Stage Adventures. Dr. Kopack also reviewed grade level happenings for grades 3-6.
5. **REPORT OF THE PRINCIPAL:** Mr. Birney thanked the LBI Rotary for the kindergarten luncheon and the Haymarket for providing toys for all children, thanked the staff, students and support from EJ families for a wonderful holiday performance. Mr. Birney also reviewed grade level happenings for grades Pre-K to 2.
6. **PUBLIC COMMENT – AGENDA ITEMS ONLY:** Members of the public commented, asked questions on the following topics:
  - LBI Foundation live weather streaming
7. **BOARD CORRESPONDENCE:** None

8. **APPROVAL OF MINUTES**

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

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

November 21, 2017: Regular and Closed Session

**Upon a roll call vote, motion carried:**

Ayes (9): Mr. Beaty, Mrs. Hartmann, Ms. Kain, Mrs. Picaro (with the exception of item G), Mrs. Raber, Mrs. Southwick, Mrs. Wasilewski, Mrs. Bott, Mr. Donahower

Nays: 0

Abstain: 0

9. **COMMITTEE REPORTS**

A. **Negotiations**

Committee Report: Marilyn Wasilewski reported that contract negotiations are completed.

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

1. Memorandum of Agreement

RESOLVED, the Board of Education, upon the recommendation of the Negotiations Committee, approves the Memorandum of Agreement and Salary Guide for the Paraprofessionals between the Long Beach Island Board of Education and the Long Beach Island Education Association for the period of July 1, 2016 through June 30, 2019.

**Upon a roll call vote, motion carried:**

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

Nays: 0

Abstain: 0

B. **Personnel**

Committee Report: Georgene Hartmann – no report

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

1. Letter of Intent to Retire

Motion to accept the letter of retirement from Lisa Hattrich effective December 31, 2017, waiving the required 60 day notice to the BOE.

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:

|                        |         |
|------------------------|---------|
| Marilyn Yates          | Teacher |
| Noreen McGowan         | Teacher |
| Sharon McNellis-Kissel | Teacher |
| Pamela Middleton       | Teacher |

3. Terms & Conditions Non-Bargaining Employees

Motion to approve the Assistant to the BA position to the current Non-Bargaining Employee Terms & Conditions document.

Mr. Donahower thanked Mrs. Hattrich for her years of service to the district.

Mrs. Hartmann asked who evaluates the Assistant to the BA. The Superintendent completes the evaluation.

**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: Allyn Kain reported that all policies were reviewed and revised and ready for adoption. She thanked the committee members for their work over the past year.

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

1. Board of Education Policies – Second Reading and Adoption

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.

The Board discussed policies #0145 and #0152. Policy #0152 was amended to Option 2 – verbal roll call.

**Upon a roll call vote, motion carried:**

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

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

Abstain: 0

**D. Building/Grounds/Transportation**

Committee Report on December 19<sup>th</sup> meeting: Colette Southwick reported that the committee discussed transportation, bus repairs, playground equipment needs, building maintenance, garden project, and first grade request for creative spacing in rooms.

Mr. Beaty asked for a written committee report and for a list of repairs and costs.

Mrs. Hartmann asked questions about the first grade request.

**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. Ship Bottom Police, PBA 175, LBI School Gym, for recreational basketball, Thursdays, 5-8 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 Jennifer Bott, second by Kristy Raber to approve the following:**

1. Financial Reports

Motion to accept the following financial reports:

- a. Report of the Secretary dated November 30, 2017
- b. Report of the Treasurer dated November 30, 2017

2. Bills List

Motion to approve the December 2017 Bills List, totaling \$252,227.09

3. Travel and Training

Motion to approve the following travel/training expenses.

| Date                                                         | Name          | Position           | Workshop                                               | Location              | Cost                                                     |
|--------------------------------------------------------------|---------------|--------------------|--------------------------------------------------------|-----------------------|----------------------------------------------------------|
| 1/24/18                                                      | Anne Einselen | Teacher            | Working with Children: Understanding Trauma            | Atlantic City         | \$25 registration and mileage                            |
| 1/24/18                                                      | Wendy Yeager  | Teacher            | Makerspaces: Creating & Enhancing Engaging Makerspaces | Cherry Hill           | \$249 registration and mileage                           |
| 2/3/18<br>2/10/18<br>2/17/18<br>2/24/18<br>3/3/18<br>3/17/18 | David Yates   | Facilities Manager | Environmental Code Compliance and Sustainability       | Atlantic Cape College | \$778 registration<br>Transportation by district vehicle |

| Date    | Name                                       | Position                    | Workshop                                                                                   | Location            | Cost                           |
|---------|--------------------------------------------|-----------------------------|--------------------------------------------------------------------------------------------|---------------------|--------------------------------|
| 2/12/18 | Rosa Warfel                                | Teacher                     | Making Best Use of Free Google Tools, Apps, and Extensions to Enhance Instruction for ELLS | Cherry Hill         | \$249 registration and mileage |
| 3/18/18 | Shelley Smith<br>Julie Oldham              | Teacher                     | (Mandatory) PARCC Training                                                                 | Atlantic City       | Mileage                        |
| 3/23/18 | Julie Oldham                               | Guidance                    | DOE Education for Homeless Students                                                        | Princeton           | Mileage                        |
| 1/9/18  | Bianca Aniski<br>Lisa Boyd<br>Karen Beetel | Nurse<br>Teacher<br>Teacher | School Garden Training (Atlantcare Healthy School Grants Awarded)                          | Stockton University | Mileage                        |

4. Field Trips

Motion to approve the following field trip:

| Grade                          | Date    | Destination | Teacher(s) in Charge | Cost |
|--------------------------------|---------|-------------|----------------------|------|
| SAIL<br>Captain's<br>Committee | 1/12/18 | EJ School   | Ms. Gosline          | bus  |

Board Members questioned the following items on the bills list: 3D printer purchase and election costs.

**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 Marilyn Wasilewski to approve the following:**

1. Uniform Memorandum of Agreement  
Motion to approve the 2017/2018 Uniform State Memorandum of Agreement between Education and Law Enforcement Officials.
2. Memorandums of Understanding  
Motion to approve the 2017/2018 Memorandums of Understanding between the Long Beach Island School District and the Long Beach Township, Ship Bottom, and Surf City Police Departments for Closed Circuit Television (CCTV) system access.
3. 2018/2019 School Calendar  
Motion to approve the 2018/2019 school calendar as presented.

The Board briefly discussed the school calendar.

**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: Bonnie Picaro – No report

H. **Public Relations**

Committee Report: Jennifer Bott – No report.

I. **Ad Hoc Committee**

Committee Report from the December 11<sup>th</sup> Meeting with the Mayors: James Donahower reported that the meeting was brief and future meetings will be as needed. Priority #1 is to get a comprehensive assessment of the LBI Grade School. Ms. Kain asked for minutes from the meeting. Mr. Donahower said he would request the minutes taken by Mary Madonna, Surf City Borough Clerk.

10. **UNFINISHED/NEW BUSINESS**

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

Mr. Donahower opened up the discussion on school consolidation to the public: Members of the public commented, asked questions on the following topics:

- Engineer
- Architect

Board members discussed the evaluation of the LBI Grade School and the architect, engineer, and proposal for architect to complete an evaluation of the LBI Grade School.

A. School Consolidation

Be it resolved, the Long Beach Island Board of Education authorizes the Board Attorney to obtain a proposal from DiCara/Rubino Architects to complete a full assessment of the Long Beach Island Grade School.

**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

11. **ANNOUNCEMENTS**

A. Harassment, Intimidation, and Bullying (HIB)

One investigation, not confirmed as HIB.

B. Dates to Remember

|              |                                                                                                                                                                                                            |
|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| December 18: | EJ Stage Practice for Grades 1 & 2<br>LBI Chorus & Strings Practice                                                                                                                                        |
| December 19: | EJ Holiday Show – "Seasons Greetings," 10 a.m.<br>LBI Chorus & Strings Practice<br>Grade 5T Swim Program at St. Francis<br>Board of Education Meeting, 7 p.m.                                              |
| December 20: | LBI Dress Rehearsal<br>Grade 3 to Algonquin Theater – "A Christmas Story<br>Grade 4S Swim Program at St. Francis<br>Grade 2 Gingerbread houses – EJ gym<br>LBI Holiday Show - "Holiday Happenings," 6 p.m. |

December 21: Winter Begins  
Grades 1 & 2 – SRHS – Holiday Show  
Santa Visits at EJ and LBI: 12:15 -Santa visits the LBI School during  
Lunch with pizza  
1:30 - Santa visits the EJ Classes  
Grade 6R Swim Program at St. Francis

December 22: Early Dismissals – EJ & LBI – EJ: 1:00, LBI: 1:15

December 25-Jan. 1: SCHOOL CLOSED – WINTER RECESS

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

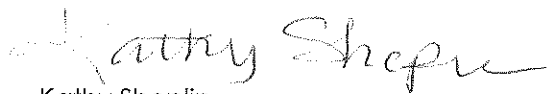
- Choice Program
- Chromebooks
- Cost of Architect to prepare estimates
- Number of classrooms at the LBI Grade School
- Mandatory square footage for classrooms

13. **EXECUTIVE SESSION #2 (If Needed):** The Board did not return to executive session.

14. **ADJOURNMENT**

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

Respectfully Submitted,



Kathy Sheplin  
Assistant Board Secretary