**LONG BEACH ISLAND BOARD OF EDUCATION**
Long Beach Island, New Jersey

MINUTES OF THE REGULAR MEETING
Tuesday, December 16, 2014

The Board of Education of the Long Beach Island School District, Ocean County, met in executive session at 5:30 p.m. in the Conference Room of the Ethel Jacobsen School, 200 Barnegat Avenue, Surf City, New Jersey on December 16, 2014, to discuss matters of Negotiations, Attorney-Client Privilege, Student Issues, and Personnel. All members were notified in writing of the meeting date. In accordance with the provisions of the New Jersey Open Public Meetings Law, the Long Beach Island Board of Education has caused notice of this meeting by having the date, time and place thereof posted in *The Press of Atlantic City*.

The regular meeting was called to order by the Board President Mrs. Wasilewski at 7:13 pm.

The following members of the Board of Education were present:

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| Jennifer Bott | representing | Ship Bottom |
| Steve Evert | representing | Long Beach Township |
| Georgene Hartmann | representing | Long Beach Township |
| Allyn Kain | representing | Surf City |
| Bonnie Picaro | representing | Long Beach Township |
| Kristy Raber | representing | Surf City |
| Colette Southwick | representing | Long Beach Township |
| Marilyn Wasilewski | representing | Barnegat Light |

Absent:

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| Terry Deakyne | representing | Harvey Cedars |

Also present:
Karen T. McKeon, Superintendent
Anthony Sciarrillo, Esq.
Nicholas Savio, Esq.
Steven Moran, Business Administrator

**Public Comment:**

Bill Kunz expressed his sorrow over Superintendent McKeon's departure and inquired about her availability during the transistion.
Mr. Kunz questioned the process of how the Board fields requests and suggestions arising from the public during public comment sessions; whether these matters are discussed in executive session and when and how the public is notified of the outcome. The Board's attorney responded by giving an overview of matters permitted to be discussed in executive session and by explaining that many issues are discussed at greater length at the committee level.
Mr. Kunz questions the use of the Press of Atlantic City as the Board's official newspaper opining that the use of Asbury Park Press or the use of both papers would be a better venue.
Mr. Kunz confirmed the annual organization meeting scheduled for January 6, 2015.
Mr. Kunz endorsed Georgene Hartmann's remote attendance of Board meetings during her time away and advocated for the continuation of her voting rights while absent.
Mr. Kunz also recommended the video recording of Board meetings.

Mr. Kunz inquired about the timeline of the engineering study approved at tonight's meeting. It is anticipated a final report should be available approximately 90 days after this evening's approval.

Suzanne D'Archangelo thanked the Board for accepting her leave of absence for her maternity leave.

**BOARD RESOLUTIONS:**

**MINUTES:**

(a) A motion was made by Georgene Hartmann, seconded by Kristy Raber, to approve the minutes of the regular meeting of the Board of Education held on November 18, 2014. The motion passed on a roll call vote with Steve Evert abstaining.

(b) A motion was made by Kristy Raber, seconded by Marilyn Wasilewski, to approve the executive session minutes of the Board of Education for meetings held on January 28, 2014 through October 21, 2014 The motion passed on a roll call vote with Georgene Hartmann abstaining on the minutes of 1/28/14, 2/18/14, 3/4/14 and 3/18/14; Kristy Raber abstaining on the minutes of 6/3/14, 8/7/14, 8/19/14 and 8/26/14; Jennifer Bott abstaining on the minutes of 6/3/14; and Steve Evert abstaining on the minutes of 8/7/14.

**FINANCE:**

(c) A motion was made by Kristy Raber, seconded by Jennifer Bott, to approve the bills list for December 2014 in the amount of $154,290.67. The motion passed on a roll call vote.

(d) A motion was made by Georgene Hartmann, seconded by Colette Southwick, to approve the November 2014 line item transfers in the amount of $12,000. The motion passed on a roll call vote.

(e & f) A motion was made by Georgene Hartmann, seconded by Bonnie Picaro, to approve the November 2014 Board Secretary's Report and Treasurer's Report. The motion passed on a roll call vote.

The Buildings & Grounds Committee met this evening as reported by committee chairperson Colette Southwick.

Superintendent Karen McKeon previewed the remainder of the agenda, praised the District staff's participation in the annual Ship Bottom Christmas Parade and outlined upcoming events.

Board President Marilyn Wasilewski addressed the public near the end of the meeting expressing her gratitude for having served as the Board's President over the past year. She thanked the public for their cooperation and participation in the process. Mrs. Wasilewski highlighted several accomplishments including the settlement of the teachers' contract and the establishment of the Advisory Committee.

**PERSONNEL:**

A motion was made by Kristy Raber, seconded by Marilyn Wasilewski, to approve the following personnel items:

(a) The acceptance of a letter of intent to retire from Karen McKeon, Superintendent, effective June 30, 2015. This is Ms. McKeon's 34th year in education.

(b) The employment of substitute personnel for the 2014-15 school year as follows:

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| Virginia Connor | Bus Driver/Transportation Aide |
| Joseph Calabrese | Bus Driver/Custodian |
| Kaitlyn Bradley | Teacher |
| Laura Arluna | Secretary |

(c) A leave of absence request from Suzanne D'Arcangelo, Speech/Language Pathologist, beginning approximately April 15, 2015 to on or before June 8, 2015.

(d) A leave of absence request from Sarah Esarey, First Grade Teacher, beginning approximately February 6, 2015 to March 30, 2015.

(e) The employment of Charlene Boyle as a school bus driver for the 2014-15 school year at the annual salary of $14,800 prorated (step 2 on the Bus Driver Salary Guide) effective January 1, 2015. Benefits are not included.

(f) The employment of Kathleen McClellan as a transportation aide for the 2014-15 school year at the hourly rate of $13.43. Benefits are not included.

(g) The employment contract of Steven Moran as a full-time School Business Administrator/Board Secretary of the Long Beach Island School District effective January 1, 2015 through June 30, 2015.

The motion carried on a roll call vote with each Board member individually expressing their reqrets on the retirement of Superintendent Karen McKeon while thanking her for her service and tremendous contribution she has made to the District over the years.

**POLICY:**

A motion was made by Colette Southwick, seconded by Kristy Raber, to approve the first reading of the Long Beach Island School District Policy #4119.26 - Electronic Communications by School Staff. The motion carried on a roll call vote.

**MISCELLANEOUS:**

A motion was made by Kristy Raber, seconded by Colette Southwick, to approve the following:

(a) Professional day requests as follows:

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| Employee: | Michelle Klesitz |
| Conference: | 6th Annual Train the Trainer Conference: Modeling in Mathematics and Preparing Students for PARCC's End-of-the-Year Mathematics Tests |
| Location and date: | Monroe Township, December 5, 2014 |
| Rationale: | To gain information in preparation for PARCC. |
| Cost: | $199 registration and mileage |
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| Employee: | Julie Oldham |
| Conference: | Preparing for PARCC: MC3 Fall Summit Registration |
| Location and date: | Millstone Township School District, December 5, 2014 |
| Rationale: | To attend a presentation by Kimberley Harrington covering key points in PARCC preparedness. |
| Cost: | $79 registration and mileage |
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| Employee: | Julie Oldham |
| Conference: | Section 504: Keys to Ensuring Your School is Compliant |
| Location and date: | West Orange, December 5, 2014 |
| Rationale: | To receive information on 504 plans and to know the law well enough to ensure that we are in compliance. |
| Cost: | $75 registration and mileage |
| Employee: | Sharon VonGorski |
| Conference: | School Nurses Lecture Series |
| Location and date: | Egg Harbor Township, December 11, 2014 |
| Rationale: | To keep updated on concussion treatment and management and to learn more about foot and ankle injuries. |
| Cost: | $30 registration and mileage |
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| Employees: | Karen McKeon/Shelley Smith |
| Conference: | 2nd Annual NJ Leadership Summit: Understanding and Implementing PARCC |
| Location and date: | Monroe Township, January 21, 2015 |
| Rationale: | To attend a presentation by Jeff Nellhaus, Director of Policy, Research and Design for PARCC and also presentations by NJ Department of Education. |
| Cost: | Mileage |

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| Employee: | Shelley Smith |
| Conference: | Techspo 2015 – NJASA Annual Conference |
| Location and date: | Atlantic City, January 29-30, 2015 |
| Rationale: | To learn about new hardware, software and subscription services to incorporate into our district curriculum/network services and to determine the feasibility of implementing any new technologies/best practices for students or staff. |
| Cost: | $395 registration and mileage |

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| Employee: | Karen Beetel |
| Conference: | Series of 5 Webinars: CVI (Critical Visual Impairment) |
| Location and date: | In district, to be scheduled |
| Rationale: | To focus on CVI and the implementation of literacy in the classrooms to students with CVI. |
| Cost: | $175 registration |

(b) A use of facilities request as follows pending receipt of proof of insurance and space availability:

- Ship Bottom/Long Beach Twp. Police Departments, LBI Grade School, November 28, December 1, 2014 and two other dates between December 19 and January 4.

(c) A field trip request as presented:

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| Trip: | After School Math/Science Club |
| Location and date: | Ethel Jacobsen School, December 18, 2014 |
| Grade(s): | 5 and 6 |
| Teacher(s): | Ms. McBride |
| Time: | 10:40 - dismissal |
| Objective: | Math/Science Club students will be providing math and science activities for EJ students. |
| Transp: | 1 bus |
| Cost: | Transportation |

(d) The acceptance of a donation of various art supplies for the Long Beach Island School District art program from Mr. and Mrs. McDonough.

(e) The award of a contract in the amount of $3,750 to Statistical Forecasting, LLC to perform a demographic study/enrollment project to assist the Board in its facilities consolidation decision.

(f) The award a contract in the amount of $76,095 to the engineering firm Owen Little and Associates to perform structural, mechanical and electrical evaluations of the District's buildings to assist the Board in its facilities consolidation decision.

The motion carried on a roll call vote.

The Board did not return to executive session.

At 7:47 p.m. a motion was made by Kristy Raber and seconded by Allyn Kain to adjourn. All in favor.

Respectfully submitted,

Steven P. Moran
School Business Administrator/Board Secretary