

LONG BEACH ISLAND BOARD OF EDUCATION
Long Beach Island, New Jersey
REGULAR MEETING
September 19, 2023
Ethel A. Jacobsen School Media Center
Executive (Closed) Session 6:00 PM – Regular (Public) Session 6:30 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 A. Jacobsen School, 200 South Barnegat Avenue, Surf City, New Jersey on September 19, 2023.

Board President, Colette Southwick, called the meeting to order at 6:30 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 and electronic 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 and on the district website. The notice was also mailed to *The Press of Atlantic City*, *Asbury Park Press*, 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:** Lead by Kamryn Fluehr and Anna Kiernan

3. **OATH OF OFFICE**

The Oath of Office was administered by Mr. McKeever, Board Attorney to the newly appointed Board member who represents the following constituent district:

- A. Long Beach Township William Wright (term expires December 31, 2024)

4. **CODE OF ETHICS**

RESOLVED, that in accordance with N.J.S.A. 18A: 12-24.1, the members of the Long Beach Island Board of Education shall abide by the following Code of Ethics for School Board Members:

- A. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
 - B. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
 - C. I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
 - D. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
 - E. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.
 - F. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.

- G. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.
- H. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- I. I will support and protect school personnel in proper performance of their duties.
- J. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

ACKNOWLEDGEMENT OF RECEIPT OF CODE OF ETHICS FOR SCHOOL BOARD MEMBER:

(The Business Administrator will distribute at the meeting for signature.)

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|----|------------------|----------------|-----------------|----------------|
| 5. | ROLL CALL | Dr. Chung | Mr. Schragger | Mrs. Hoffacker |
| | | Ms. Hagler | Mrs. Wasilewski | Mrs. Southwick |
| | | Mrs. Linkewich | Mr. Wright | |

ABSENT: Mrs. Raber

OTHERS PRESENT: Dr. Peter Kopack, Superintendent
Mr. Frank Birney, Principal
Ms. Meghan Lee, School Business Administrator/Board Secretary
Mr. Dennis McKeever, Esq.

Student Representatives, Kamryn Fluehr and Anna Kiernan gave a "Welcome Back to School" presentation.

- 6. **REPORT OF THE SUPERINTENDENT:** Dr. Kopack thanked the students and Ms. Smith for the presentation and thanked everyone for attending the meeting and reported that the opening went smoothly, and he is looking forward to the school year.
- 7. **REPORT OF THE PRINCIPAL:** None
- 8. **REPORT OF THE PRESIDENT:** Mrs. Southwick welcomed Mr. Wright to the Board and thanked everyone for attending the meeting.
- 9. **PUBLIC COMMENT – AGENDA ITEMS ONLY:** None
- 10. **BOARD CORRESPONDENCE:** None
- 11. **APPROVAL OF MINUTES**

Motion by Brielle Hoffacker, second by Kelly Linkewich to approve the following:

As per the recommendation of the Superintendent:

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

August 15, 2023: Regular and Closed Session

Minutes of the closed session meeting will be released to the public when the reasons for nondisclosure no longer exist.

Upon a roll call vote, motion carried:

Ayes(5): Ms. Hagler, Mrs. Linkewich, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick

Nays: 0

Abstain(3): Dr. Chung, Mr. Schragger, Mrs. Wasilewski

12. **COMMITTEE REPORTS**

- Building/Grounds/Transportation/Finance: Kelly Linkewich reported that the committee met today and discussed the following: SRO agreement, special education tuition and transportation, and LBI Grade School dewatering and temporary shoring.
- Curriculum: Stephanie Chung reported that the committee met on September 11th and discussed the following: recent professional development, school opening (Thank you to the PTA for providing refreshments), next PTA Meeting is September 21, Holiday market, Chromebooks, interactive projectors, yearbook reading initiatives, SAIL Program - student representatives, assemblies, curriculum materials, summer programs, and professional development for the 2023-24 school year.
- PTA Liaison: Stephanie Chung reported that the PTA Meeting is September 21st @ Sunset Park in Harvey Cedars and fundraiser with Burger 25 on October 18th - 25% of sales will be donated to the PTA.

13. **PERSONNEL**

Motion by Brielle Hoffacker, second by Danielle Hagler to approve the following:

As per the recommendation of the Superintendent:

A. Stipend Positions

Motion to approve stipend/XCOMP positions for the 2023/2024 school year with approved timesheets:

- **Choral Instructor:** 20 hours @ \$50/hour: Tim Cotov
- **After School Band Instructor:** 15 hours @ \$50/hour: Tim Cotov
- **Wind & Strings Ensemble Instructor:** 10 hours @ \$50/hour: Tim Cotov
- **After-School Nurse:** up to 50 hrs. @ \$50/hour: Denise Lake
- **LBI Family Curriculum Nights:** 3 teachers, 2 hours each @ \$50/hour: Kim Maschi, Lori Daly
- **EJ & LBI Detention Supervisors (as needed):** up to 15 hours @ \$50/hour: Kim Maschi, Lori Daly
- **After-School Academy (EJ):** 3 teachers, up to 32 days, 1 hour/day @ \$50/hour: Mallory Mulcahy
- **After-School Academy (After School Homework LBI):** 3 teachers, up to 25 days, 1 hour/day @ \$50/hour: Kim Maschi, Lori Daly

B. Teacher Mentor

Motion to approve Jacqueline Ramilo, Kindergarten Teacher, as a mentor for Olivia Tilton, TIPPE/Enrichment/Tech K-2 Leave Replacement Teacher, from September to December (approximately 14 weeks) at a cost of \$550 (prorated) in accordance with NJDOE Mentor requirements and the Long Beach Island School District Mentoring Plan.

C. Substitute Personnel

Motion to approve the employment of substitute personnel for the 2023-2024 school year as listed below pending receipt of required paperwork and completion of required substitute orientation:

Matilde Leija	Custodian
Andrew Kinzler	Custodian
Patricia Cupka	Nurse

D. Leave of Absence

Motion to approve a leave of absence for employee #4476, beginning approximately January 2, 2024 through May 15, 2024. Employee will use paid leave and FMLA.

E. Leave of Absence

Motion to approve a leave of absence for employee #4289, beginning September 18, 2023 through December 15, 2023. Employee will use paid leave.

Addendum Item:

F. Leave of Absence

Motion to approve a leave of absence for employee #4328, beginning approximately December 13, 2023 through May 10, 2024. Employee will use paid leave and FMLA.

Upon a roll call vote, motion carried:

Ayes(7): Dr. Chung, Ms. Hagler, Mrs. Linkewich, Mrs. Wasilewski, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick
Nays: 0
Abstain(1): Mr. Schragger

14. **POLICY**

Motion by Brielle Hoffacker, second by Kelly Linkewich to approve the following:

As per the recommendation of the Superintendent:

A. Regulation Approval

Motion to adopt the following new regulation:

1. Regulation 2419 School Threat Assessment Team (M) (New)

Upon a roll call vote, motion carried:

Ayes(8): Dr. Chung, Ms. Hagler, Mrs. Linkewich, Mr. Schragger, Mrs. Wasilewski, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick
Nays: 0
Abstain: 0

15. **BUILDING/GROUNDS/TRANSPORTATION/FINANCE**

Motion by Brielle Hoffacker, second by Danielle Hagler to approve the following:

As per the recommendation of the Superintendent:

A. Financial Reports

1. Financial Reports of the Secretary to the Board of Education

Motion to approve financial reports for the month of August 2023.

- a. Report of the Secretary dated August 31, 2023
- b. Report of the Treasurer dated August 31, 2023

2. Statement of Cash Balances

Motion to accept the Statement of Cash Balances for the month of August 2023 which are reconciled with the Board Secretary's Reports by fund for that month.

3. SBA Certification

Pursuant to N.J.A.C. 6A:23-2.11 (c) 4, I certify that as of August 2023 no budgetary line item account has been over expended in violation of N.J.A.C. 6A:23-2.11 (b).


Meghan Lee, School Business Administrator

10/18, 2023

B. Transfers

Motion to approve the August 2023 transfer report.

C. Bills List

Motion to approve the (correction September) 2023 Bills List, totaling \$313,149.03

D. Travel and Training

Motion to approve the following travel/training expenses.

Date	Name	Position	Workshop	Location	Cost
10/18/23	Denise Lake	Nurse	32nd Annual School Health Conference	Somerset	\$235 registration and mileage
11/3/23	Julie Oldham	Counselor	McKinney-Vento Training for Homeless Liaisons	Middlesex County College	Mileage
9/22/23 10/27/23 11/17/23 12/15/23 1/19/24 2/23/24 3/22/24 4/19/24 5/17/24	Meghan Lee	B.A.	OCASBO Monthly Meetings	Various	

Date	Name	Position	Workshop	Location	Cost
9/27/23 10/25/23 11/29/23 12/20/23 1/31/24 2/28/24 4/24/24 5/29/24 6/26/24	Mark Bish	Facilities Manager	NJSBGA Chapter Meetings	Various	
12/1/23 & 12/15/23	Mark Bish	Facilities Manager	IPM/IAQ Training	Waretown	Free
10/26/23 Evening	Bianca Aniski Denise Lake	Nurse Nurse	AtlantiCare School & Pediatric Lecture Series: Physical Manifestations of Anxiety	Virtual	\$25 registration each
10/11/23	Bianca Aniski	Nurse	NJ Farm to School Workshop: Sustainable Pathways in Farm to School	Atlantic City	Mileage
10/3/23 11/30/23 2/1/24 4/11/24	Peter Kopack	Superinten dent	Monmouth University: Superintendent's Professional Development Academy	Long Branch	\$350 membership and mileage
10/10/23 11/14/23 12/12/23 1/9/24 2/13/24 3/12/24 4/9/24 5/14/24 6/11/24	Frank Birney	Principal	Ocean County Director of Special Education Monthly Meetings	Various	Mileage
10/5/23	Shelley Smith	Teacher	Southern NJ Ed Tech Council (SRI & ETC)	Galloway	Mileage

E. Use of Facilities

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

1. Malia Murphy, Yoga Instructor, LBI School Media Center, for yoga classes for staff Thursdays at various times throughout the school year.
1. Girl Scouts, Ethel Jacobsen School, 1st and 3rd Thursday of the month September 2023 to June 2024.

Addendum Item:

F. Grant Application

BE IT RESOLVED BY THE Long Beach Island Board of Education to authorize the submission of the New Jersey Learning Acceleration Program: High-Impact Tutoring Grant application in an amount to be determined and to accept the grant award of these funds upon the subsequent approval of the application.

An update on litigation was requested by Mr. Schragger. Mrs. Southwick replied that an update was given in Executive Session and if requested by a member of the public during the public comment section, an update will be given by Mr. McKeever.

Upon a roll call vote, motion carried:

Items A, B, D, E, F

Ayes(8): Dr. Chung, Ms. Hagler, Mrs. Linkewich, Mr. Schragger, Mrs. Wasilewski,
Mr. Wright, Mrs. Hoffacker, Mrs. Southwick

Nays: 0

Abstain: 0

Upon a roll call vote, motion carried:

Item C

Ayes(7): Dr. Chung, Ms. Hagler, Mrs. Linkewich, Mrs. Wasilewski, Mr. Wright, Mrs. Hoffacker,
Mrs. Southwick

Nays(1): Mr. Schragger

Abstain: 0

16. **ANNUAL APPROVALS/CONTRACTS**

Motion by Brielle Hoffacker, second by Danielle Hagler to approve the following:

As per the recommendation of the Superintendent:

A. Tuition Agreement

Motion to approve a special education tuition agreement with Stafford Township School District for the 2023-2024 school year in an amount not to exceed \$33,350 (does not include transportation).

B. School Resource Officer

Motion to approve a Shared Services Agreement for the 2023-2024 school year for a School Resource Officer with the Borough of Surf City in the amount of \$41,702.40.

C. Annual Contract Approvals

Motion to approve annual support and maintenance agreements beginning July 1, 2023 to June 30, 2024, as follows:

1. Bayada School Nursing Services

Upon a roll call vote, motion carried:

Ayes(7): Dr. Chung, Ms. Hagler, Mrs. Linkewich, Mrs. Wasilewski, Mr. Wright, Mrs. Hoffacker,
Mrs. Southwick

Nays: 0

Abstain(1): Mr. Schragger

17. **UNFINISHED/NEW BUSINESS**

As per the recommendation of the Superintendent:

- A. Board of Education Goals 2023-2024 - The Board had a discussion and selected goals which will be approved at the October meeting.

Motion by Brielle Hoffacker, second by Danielle Hagler to approve the following:

- B. Board Committees
Motion to approve revised 2023 Board of Education Committees as presented.

Upon a roll call vote, motion carried:

Ayes(7): Dr. Chung, Ms. Hagler, Mrs. Linkewich, Mrs. Wasilewski, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick
Nays(1): Mr. Schragger
Abstain: 0

Motion by Danielle Hagler, second by Brielle Hoffacker to approve the following:

- C. Direct Deposit
The Long Beach Island Board of Education approves the following Resolution authorizing direct deposit to the period of September 19, 2023 through December 31, 2023:

RESOLUTION OF THE LONG BEACH ISLAND BOARD OF EDUCATION, COUNTY OF OCEAN
AUTHORIZING DIRECT DEPOSIT OF EMPLOYEES' COMPENSATION

WHEREAS, on March 14, 2013, Governor Chris Christie signed N.J.S.A. 52:14-15h, which requires direct deposit for all State employee compensation on and after July 1, 2014 and allows counties, county colleges, municipalities, and local school districts to opt for mandatory direct deposit for all employee compensation on or after July 1, 2014 into law; and

WHEREAS, P.L. 2013 c. 38 further provides that a local school district is authorized to grant an exemption from the requirements adopted pursuant thereto, on such terms and conditions as the district may deem necessary, which exemption includes seasonal and temporary employees as may be deemed necessary; and

WHEREAS, the Long Beach Island Board of Education has implemented this system since December 2017 as part of its payroll account procedures for all School District employees; and

NOW THEREFORE, BE IT RESOLVED by the Long Beach Island Board of Education and the County of Ocean, New Jersey, as follows: '

1. The Long Beach Island Board of Education authorizes the Business Administrator/Board Secretary to continue to implement a system for direct deposit of net pay for all employees, pursuant to N.J.S.A. 52:14-15h.
2. The Board Secretary and the Board Attorney shall take all further action necessary to effectuate the direct deposit of net pay for all employees directly deposited in a specific banking institution in a checking account, savings account, or share account designated in writing by the employee.

3. The Board shall make available for such employees who have net pay directly deposited as described hereinabove, all information concerning net pay, any accompanying information approved for distribution with net pay, and W-2 forms in accordance with applicable federal law, only on the Internet with restricted access and policies and procedures to protect the integrity and confidentiality of the information.
4. The Board is authorized to grant an exemption from the requirements adopted pursuant to N.J.S.A. 52:14-15h, on such terms and conditions as the Board may deem necessary.
5. The Board is authorized to grant an exemption for seasonal and temporary employees as the Board may deem necessary.
6. The Board's current designated banking institution is Ocean First Bank which shall implement the direct deposit program for banking purposes.

Upon a roll call vote, motion carried:

Ayes(8): Dr. Chung, Ms. Hagler, Mrs. Linkewich, Mr. Schragger (with the exception of #4 & 5),
Mrs. Wasilewski, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick
Nays: 0
Abstain: 0

18. **ANNOUNCEMENTS**

A. **Dates to Remember**

September 21: PTA Meeting, Sunset Park in Harvey Cedars, 4 p.m.
September 23: First Day of Autumn
October 17: Board of Education Meeting, Ethel Jacobsen School, 6:30 p.m.

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

- Litigation Update: Mr. McKeever gave an update.
- EJ Project Cost Update

20. **Motion by Brielle Hoffacker, second by Kelly Linkewich to approve the following:**

As per the recommendation of the Superintendent:

RESOLUTION: Resolved that the Board of Education will open its next scheduled meeting on October 17, 2023, at 6:00 p.m. in the Media Center of the Ethel A. Jacobsen School, 200 South Barnegat Avenue, Surf City, NJ in Executive Session for matters of Attorney/Client Privilege, Negotiations, Student Issues, 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 6:30 p.m. In accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., as amended by P.L.2020, c.11, and Section 8, c. 34 (N.J.S.A. 52:27D-18.11) the Board may conduct a public meeting remotely by electronic means during a state of emergency so long as reasonable public notice and provision for public input is made under the circumstances.

Upon a roll call vote, motion carried:

Ayes(8): Dr. Chung, Ms. Hagler, Mrs. Linkewich, Mr. Schragger (with the exception of #4 & 5),
Mrs. Wasilewski, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick
Nays: 0
Abstain: 0

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

22. **ADJOURNMENT**

At 7 p.m., a motion was made by Kelly Linkewich, second by Danielle Hagler to adjourn. All in favor.

Respectfully Submitted,

A handwritten signature in cursive script, reading "Kathy Sheplin". The signature is written in dark ink and is positioned above the printed name and title.

Kathy Sheplin
Assistant to the Board Secretary