

LONG BEACH ISLAND BOARD OF EDUCATION  
Long Beach Island, New Jersey  
REGULAR MEETING  
November 14, 2023  
Ethel A. Jacobsen School Media Center  
Executive (Closed) Session 6:00 PM – Regular (Public) Session 6:30 PM

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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 A. Jacobsen School, 200 South Barnegat Avenue, Surf City, New Jersey on November 14, 2023.

Board President, Colette Southwick, called the meeting to order at 6:31 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**

3. **ROLL CALL**
- |                |                                   |                |
|----------------|-----------------------------------|----------------|
| Dr. Chung      | Mr. Schragger                     | Mrs. Southwick |
| Ms. Hagler     | Mr. Wright                        |                |
| Mrs. Linkewich | Mrs. Hoffacker (left @ 6:51 p.m.) |                |

**ABSENT:** Mrs. Wasilewski, Mrs. Raber

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

4. **SPECIAL PRESENTATIONS:** Student Representative's Report: Sixth Grade students, Emma Claire Stivale and Cole Jenkins gave a PowerPoint presentation and reported on the LEAD U assembly, BMX assembly, Kiwanis "Socktober" sock collection, Halloween Parade, new LBI School District website, and Veteran's Day ceremony.
5. **REPORT OF THE SUPERINTENDENT:** Dr. Kopack thanked the students, parents, staff and Ms. Smith, Mr. Deren, and Mr. Cotov for their help with the presentation, thanked all veterans and students for the ceremony, thanked the community for attending the meeting and continued support of the school district, thanked the PTA for their support, and wished everyone a Happy Thanksgiving.
6. **REPORT OF THE PRINCIPAL:** Mr. Birney reported that the Preschool is working on space, letters and numbers; Kindergarten is working on sight words, native Americans and pilgrims; First grade disguised turkeys and are learning about space, addition/subtraction, election day (Farmer Brown vs. Duck); and Second Grade are working on 2-digit addition, families/history of families, math and matter. Mr. Birney reported that conferences were well attended as well as school lunch visitations, Halloween Parades, and reported on upcoming S.T.Y.L.E. visitations, and Ship Bottom Christmas Parade.

7. **REPORT OF THE PRESIDENT:** Mrs. Southwick thanked everyone for attending the meeting and staff and students for the presentation. She thanked the PTA for all they do for the district, and she reported that 8 former students were inducted into the Junior Honor Society at Southern.
8. **PUBLIC COMMENT – AGENDA ITEMS ONLY:** None
9. **BOARD CORRESPONDENCE:** None
10. **APPROVAL OF MINUTES**

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

As per the recommendation of the Superintendent:

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

October 17, 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.

Mr. Schragger questioned temporary shoring status at the LBI School and hiring of an engineer and notation of comments in minutes. Ms. Lee reported that it is still being discussed by the Building and Grounds Committee.

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

Ayes(4): Dr. Chung, Ms. Hagler, Mr. Wright, Mrs. Southwick  
Nays(1): Mr. Schragger  
Abstain(2): Mrs. Linkewich, Mrs. Hoffacker

11. **COMMITTEE REPORTS**
  - Personnel: William Wright reported that the committee met today and discussed leave requests and comparable long-term substitute rates.
  - Building/Grounds/Transportation/Finance: Kelly Linkewich reported that the committee met today and discussed the fire department request to use the LBI Grade School for practice drill, CDL training, purchase of a BOE truck, and snow removal by David Ash.
  - Curriculum: Stephanie Chung reported that the committee met yesterday and discussed NJSLA and i-Ready results, professional development, technology grant update, coding, Yearbook, reading initiative in spring at EJ School, upcoming assemblies, Veterans Day, and next meeting is January 22nd.
  - PTA Liaison: William Wright reported that the next meeting will be November 16th, Spirit Wear store is open and Thundering Surf tickets are on sale, Auction tickets are on sale, and Holiday Market at EJ and LBI Schools.

## 12. **PERSONNEL**

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

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:

- **EJ Family Curriculum Nights** : 3 teachers, 2 hours each @ \$50/hour: Sarah Esarey, Lisa Boyd, Jackie Ramilo
- **After-School Academy (EJ)**: 2 teachers, up to 32 days, 1 hour/day @ \$50/hour: Amy Aurelio

- B. Leave Replacement Teacher/Long-Term Substitute (As Amended)  
Motion to approve the employment of Ellen Reilly as a 6th Grade ELA Leave Replacement Teacher/Long-Term Substitute beginning approximately December 13, 2023 through May 10, 2024 at the daily rate of **\$130 and \$160.00 after 2 weeks (amendment)** as determined by the Personnel Committee.
- C. Leave Replacement Teacher/Long-Term Substitute (As Amended)  
Motion to approve the employment of Olivia Tilton as a First Grade Leave Replacement Teacher/Long-Term Substitute beginning approximately **December 6, 2023 (amendment)** through May 15, 2024 at the annual salary of \$62,854 prorated (step 1 on the BA salary guide).
- D. Leave of Absence  
Motion to approve a leave of absence for employee #4274, beginning December 6, 2023 through January 25, 2024. Employee will use paid leave.
- E. 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:

Lindsey Shugar                      Teacher/Paraprofessional

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

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

13. **POLICY**

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

As per the recommendation of the Superintendent:

- A. Policy/Regulation Approval  
Motion to approve the second reading and adopt the following new and revised policies and regulations:
- |               |                                                            |
|---------------|------------------------------------------------------------|
| P & R 1642.01 | Sick Leave (New)                                           |
| P 2270        | Religion in the Schools (Revised)                          |
| P 3161        | Examination for Cause (Revised)                            |
| P & R 3212    | Attendance (M) (Revised)                                   |
| P 3324        | Right of Privacy (Revised)                                 |
| P 4161        | Examination for Cause (Revised)                            |
| P & R 4212    | Attendance (M) (Revised)                                   |
| P 4324        | Right of Privacy (Revised)                                 |
| P & R 5111    | Eligibility of Resident/Nonresident Students (M) (Revised) |
| P & R 5116    | Education of Homeless Children and Youths (Revised)        |
| P 8500        | Food Services (M) (Revised)                                |

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

Ayes(6): Dr. Chung, Ms. Hagler, Mrs. Linkewich, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick  
Nays(1): Mr. Schragger  
Abstain: 0

**14. BUILDING/GROUNDS/TRANSPORTATION/FINANCE**

**Motion by Danielle Hagler, second by Kelly Linkewich 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 October 2023.

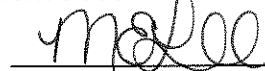
- a. Report of the Secretary dated October 31, 2023
- b. Report of the Treasurer dated October 31, 2023

**2. Statement of Cash Balances**

Motion to accept the Statement of Cash Balances for the month of October 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 October 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

12/13, 2023

**B. Transfers**

Motion to approve the October 2023 transfer report.

**C. Bills List**

Motion to approve the November 2023 Bills List, totaling \$277,685.31

**D. Travel and Training**

Motion to approve the following travel/training expenses.

| Date     | Name         | Position           | Workshop                                                                            | Location      | Cost               |
|----------|--------------|--------------------|-------------------------------------------------------------------------------------|---------------|--------------------|
| 12/8/23  | Julie Oldham | Guidance Counselor | CIACC: Children's Interagency Coordinating Councils - Adverse Childhood Experiences | TBD           | Mileage            |
| 12/13/23 | Julie Oldham | Guidance Counselor | Executive Function Skills                                                           | Virtual       | \$109 registration |
| 3/18-20  | Mark Bish    | Facilities Manager | NJSBA Expo                                                                          | Atlantic City | -                  |

- E. Field Trip  
Motion to approve the following field trips:

| Date     | Grade        | Destination                             | Teacher in Charge              | Cost     |
|----------|--------------|-----------------------------------------|--------------------------------|----------|
| 12/21/23 | 1 & 2        | SRHS Holiday Program                    | Esary/Kraus<br>Ferrer/Holloway | \$60.91  |
| 12/14/23 | Kindergarten | Ship Bottom Firehouse - Rotary Luncheon | Ramilo/Leonard                 | \$258.95 |

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

**Items A, B, D, E**

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

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

**Item C**

Ayes(6): Dr. Chung, Ms. Hagler, Mrs. Linkewich, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick  
Nays(1): Mr. Schragger  
Abstain: 0

15. **EDUCATIONAL**

**Motion by Kelly Linkewich, second by Danielle Hagler to approve the following:**

As per the recommendation of the Superintendent:

- A. HIB Report  
Motion to accept the Harassment, Intimidation or Bullying report as presented in Executive Session.
- B. Student Safety Data System Report Period 2  
Motion to approve the Student Safety Data System (SSDS) 2022-2023 Report Period 2 as presented in Executive Session. Dr. Kopack reported that there was 1 HIB alleged (not confirmed as HIB), 1 other incident leading to removal and 2 trainings.

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

Ayes(5): Dr. Chung, Ms. Hagler, Mrs. Linkewich, Mr. Wright, Mrs. Southwick  
Nays(1): Mr. Schragger  
Abstain: 0

16. **UNFINISHED/NEW BUSINESS**

**Motion by Danielle Hagler, second by Kelly Linkewich to approve the following:**

As per the recommendation of the Superintendent:

- A. Grant Applications  
Motion to approve submission of the following grant applications. There will be no financial impact to the Board of Education from these grants:

- The EJ School will be applying for a Resiliency Grant in an amount up to \$1,500 through AtlantiCare Healthy Schools, Healthy Children as a "One Book, One School" reading program within our school. The grant will cover the cost of the books, as well as any supplies needed for follow up activities. No additional funds will need to be acquired from the BOE.
- The LBI School will be applying for a Physical Enhancement Grant in an amount up to \$1,000 through AtlantiCare Healthy Schools, Healthy Children for a Walking Classroom initiative which will enable us to initiate or sustain ongoing wellness activities within the school setting.

Mrs. Southwick thanked staff members that applied for the grants and Yearbook Committee.

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

Ayes(6): Dr. Chung, Ms. Hagler, Mrs. Linkewich, Mr. Schragger, Mr. Wright, Mrs. Southwick  
Nays: 0  
Abstain: 0

17. **ANNOUNCEMENTS**

A. Dates to Remember

|                 |                                                                                                                          |
|-----------------|--------------------------------------------------------------------------------------------------------------------------|
| November 14:    | Theme Week - Mismatch Day                                                                                                |
| November 15:    | LBI School American Education Week Class Visitations<br>Theme Week - Sports Team Day                                     |
| November 16:    | EJ School American Education Week Class Visitations<br>Theme Week - Hat Day<br>PTA Meeting, 4:30 at the LBI Grade School |
| November 17:    | EJ and LBI Picture Retakes<br>Theme Week - Spirit Day                                                                    |
| November 20:    | Author Visit, Grades 3 & 4                                                                                               |
| November 22:    | Early Dismissal                                                                                                          |
| November 23-24: | School Closed - Happy Thanksgiving!                                                                                      |
| November 27:    | PTA Holiday Market at LBI School                                                                                         |
| November 28:    | PTA Holiday Market at LBI School<br>S.T.Y.L.E. visits grade 2 and 6                                                      |
| November 29-30: | PTA Holiday Market at EJ School                                                                                          |
| December 2:     | Ship Bottom Christmas Parade                                                                                             |
| December 7:     | PTA Meeting, LBI Grade School, 6:30 p.m.                                                                                 |
| December 9:     | PTA Holiday Auction, LBI Foundation, Loveladies, 4:30 p.m. (tickets required to attend)                                  |
| December 12:    | Board of Education Meeting, Ethel Jacobsen School, 6:30 p.m.                                                             |

B. Thank You

Thank you to the following organizations and individuals for donating their time for the following presentations to Long Beach Island School District students:

- Halloween Safety Program: Ship Bottom Police Department

18. **PUBLIC COMMENT:** None

19. **Motion by Kelly Linkewich, second by Danielle Hagler 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 December 12, 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.

Ayes(6): Dr. Chung, Ms. Hagler, Mrs. Linkewich, Mr. Schragger, Mr. Wright, Mrs. Southwick  
Nays: 0  
Abstain: 0

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

21. **ADJOURNMENT**

At 6:54 p.m., a motion was made by Kelly Linkewich, second by Danielle Hagler to adjourn. All in favor.

Respectfully Submitted,



Kathy Sheplin  
Assistant to the Board Secretary