

LONG BEACH ISLAND BOARD OF EDUCATION

BOARD MEETING MINUTES

January 2, 2024

Ethel A. Jacobsen School Media Center

Reorganization/Working (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 January 2, 2024.

School Business Administrator/Board Secretary, Meghan Lee, called the meeting to order at 6:30 p.m. and proceeded with the Pledge of Allegiance and read the following Open Public Meetings Act Announcement:

"This meeting is hereby called to order. 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, the 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. **OATH OF OFFICE**

The Oath of Office was administered by Meghan Lee, School Business Administrator/Board Secretary, to the newly elected Board members who represent the following constituent districts:

- | | | |
|----|---------------------|-----------------------------|
| A. | Long Beach Township | (3 years) – Danielle Hagler |
| B. | Ship Bottom | (3 years) – Stephanie Chung |
| C. | Surf City | (3 years) – Kelly Linkewich |

4. **ROLL CALL OF MEMBERS**

Dr. Chung	Mrs. Linkewich	Mrs. Southwick	Mr. Wright
Ms. Hagler	Mrs. Raber	Mrs. Hoffacker	

ABSENT: Mr. Schragger, Mrs. Wasilewski

OTHERS PRESENT: Dr. Peter Kopack, Superintendent
Mr. Frank Birney, Principal
Ms. Meghan Lee, SBA/Board Secretary

5. **ACCEPTANCE OF ELECTION RESULTS**

Motion by Brielle Hoffacker, second by Kristy Raber to approve the following:

Motion to have the combined statement of results of the 2023 school election made a part of the organization meeting minutes.

<u>Name</u>	<u>Number of Votes</u>
Danielle Hagler, Long Beach Township	872
Write-in	11
Stephanie Chung, Ship Bottom	251
Write-in	7
Kelly Linkewich, Surf City	269
Write-in	3

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

6. **NOMINATIONS AND ELECTION OF OFFICERS**

A. Nominations for President of Board of Education for a one-year term, beginning tonight.

NOMINATION(S) 1. Colette Southwick 2. None

NOMINATED BY: Danielle Hagler

Second Kelly Linkewich **Second** _____

Motion by Brielle Hoffacker, second by Danielle Hagler to close nominations:

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

Motion by Brielle Hoffacker, second by Kelly Linkewich to vote for President:

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

RESULTS OF VOTE (PRESIDENT): Mrs. Southwick

Board President, Mrs. Southwick, took the chair:

- B. Nominations for Vice President of the Board of Education for a one-year term, beginning tonight.

NOMINATION(S) 1. Brielle Hoffacker 2. None

NOMINATED BY: Kelly Linkewich

Second William Wright **Second** _____

Motion by Kristy Raber, second by Danielle Hagler to close nominations:

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

Motion by Kelly Linkewich, second by Kristy Raber to vote for Vice President:

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

RESULTS OF VOTE (VICE PRESIDENT): Mrs. Hoffacker

7. ESTABLISHMENT OF ANNUAL MEETING CALENDAR

Motion by Brielle Hoffacker, second by Kristy Raber to approve the following as amended:

Resolved to establish the 2024 Annual Meeting Calendar. All public meetings will be held at 6:30 p.m. in the Media Center of the Ethel A. Jacobsen School, 200 South Barnegat Avenue, Surf City, NJ unless otherwise noted. Executive (closed) sessions will be held prior to the public meeting beginning at 6:00 p.m. The Long Beach Island Board of Education reserves the right to cancel, postpone, or change the meeting dates, times and places with proper notice according to law.

Month	Meeting	Comment
January	January 16, 2024	
February	February 20, 2024	
March	March 19, 2024	(Preliminary Budget Review)
April	April 30, 2024	(Public Budget Hearing)
May	May 28, 2024	
June	June 18, 2024	
July	July 16, 2024	
August	August 20, 2024	
September	September 17, 2024	
October	October 15, 2024	
November	November 12, 2024	
December	December 10, 2024	
January 2025	January 7, 2025	(Reorganization)

After a brief discussion the November, December and January Reorganization meeting dates were changed.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

8. OFFICIAL BOARD NEWSPAPER

Motion by Brielle Hoffacker, second by Kristy Raber to approve the following:

Motion to authorize *The Press of Atlantic City* as the official newspaper of the Board.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

9. **POLICIES**

Motion by Kelly Linkewich, second by Kristy Raber to approve the following:

Motion to adopt all policies established by the previous Board of Education, with the regulations promulgated thereunder, until such time as this present board might wish to make changes.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

10. **CURRICULA**

Motion by Brielle Hoffacker, second by Kristy Raber to approve the following:

Motion to readopt the Long Beach Island School District Curricula which are aligned with the most recent State Board adopted version of the New Jersey Student Learning Standards (NJSLS).

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

11. **EDUCATIONAL PROGRAMS**

Motion by Kristy Raber, second by Brielle Hoffacker to approve the following:

Motion to adopt all educational programs and practices established by the previous Board of Education, with the regulations promulgated thereunder, until such time as this present Board might wish to make changes.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

12. EVALUATION MODELS

Motion by Brielle Hoffacker, second by Kristy Raber to approve the following:

Motion to adopt the following evaluation models for the Long Beach Island School District, until such time as this present Board might wish to make changes.

Teachers: Charlotte Danielson Framework for Teaching Evaluation Instrument
Principal: Strong Leader Effectiveness Performance Evaluation System

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

13. BUSINESS ADMINISTRATOR AUTHORIZATION

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

Motion that the Board of Education approve the Business Administrator/Board Secretary to approve bids, approve account transfers, pay bills, approve construction change orders and approve travel in accordance with policies 6471 and 3240, Board member Travel Expenses; Staff Travel Expenses and N.J.S.A. 18A:11-12, in between board meetings on an emergency basis with lists of such bids, transfers, payments, construction change orders and travel subject to presentation and ratification at the next business meeting of the board.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

14. **SUPERINTENDENT'S AUTHORIZATION**

Motion by Brielle Hoffacker second by Kristy Raber to approve the following:

Motion that the Board of Education approve the Superintendent of Schools or his designee to employ school personnel to fill vacancies in existing job classifications as they may occur in between board meetings on an emergency basis with a list of those employed subject to presentation and ratification at the next business meeting of the board.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

15. **BANKING SERVICES/CODE OF ETHICS**

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

A. **DEPOSITORIES**

RESOLVED, the Long Beach Island Board of Education approves the following as its official depositories for 2024:

Ocean First Bank

- General Operating Account
- Capital Reserve Account
- Payroll Salary Account
- Payroll Agency Account
- Unemployment Trust Account
- Cafeteria Account

B. **AUTHORIZATION TO SIGN CHECKS**

Motion required to authorize the signing of checks for 2024 as follows:

Required Account Signers for General Account (need 3 out of 5)

- Board President
- Board Secretary
- Treasurer of School Monies
- Superintendent
- Principal

C. **PETTY CASH ACCOUNT**

Motion to authorize maintaining the following petty cash account for 2024:

Board Office: \$250

D. 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 MEMBERS:

(The Board received the acknowledgement for signatures.)

Upon a roll call vote, motion carried:

Items A-D

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

Nays: 0

Abstain: 0

16. **(Tabled) BOARD COMMITTEES**

Motion, that upon the recommendation of the Superintendent, to approve 2024 Board Committees as presented.

17. **ANNOUNCEMENTS**

A. Dates to Remember

January 11: PTA Meeting, LBI Grade School, 4 p.m.

January 12: 6th Grade Career Day

January 15: SCHOOL CLOSED – MARTIN LUTHER KING, JR., DAY

January 16: Board of Education Meeting, EJ School, Surf City, 6:30 p.m.

18. **PUBLIC COMMENT:** None

19. **Motion by Brielle Hoffacker, second by Kristy Raber to approve the following:**

As per the recommendation of the Superintendent:

RESOLUTION: Resolved that the Board of Education will open its next scheduled meeting (Executive Session) on January 16, 2024, at 6:00 p.m. in the Media Center of the Ethel A. Jacobsen School, 200 South Barnegat Avenue, Surf City, NJ 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(7): Dr. Chung, Ms. Hagler, Mrs. Hoffacker, Mrs. Linkewich, Mrs. Raber,
Mrs. Southwick, Mr. Wright

Nays: 0

Abstain: 0

20. **EXECUTIVE SESSION (If Needed):** The Board did not enter into Executive Session.

21. **ADJOURNMENT**

At 6:42 p.m. a motion was made by Brielle Hoffacker, seconded by Kristy Raber to adjourn the meeting. 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