

LONG BEACH ISLAND BOARD OF EDUCATION
Long Beach Island, New Jersey
REGULAR MEETING
December 12, 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 December 12, 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**

3. **ROLL CALL**
- | | | |
|----------------|-----------------|----------------|
| Ms. Hagler | Mr. Schragger | Mrs. Southwick |
| Mrs. Linkewich | Mrs. Wasilewski | |
| Mrs. Raber | Mr. Wright | |

ABSENT: Dr. Chung, Mrs. Hoffacker

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**

- A. Ukulele Student Performance: Dr. Kopack welcomed students Archie Coen, Addie Stabile, Fisher Ventriello, Anna Kiernan, and Noel Wright who performed holiday songs accompanied by Mr. Cotov. Dr. Kopack thanked the students, parents, and Mr. Cotov for the performance.
- B. A representative from Holman Frenia Allison, P.C. will present the 2022/2023 Comprehensive Annual Financial Report and Auditors' Management Report: Rick DiNapoli from Holman Frenia Allison, P.C. presented and reviewed the 2022/2023 Comprehensive Annual Financial Report and Auditors' Management Report. There were no findings or recommendations. The Board did not have any questions. Mr. DiNapoli thanked Ms. Lee and staff for their cooperation throughout the audit process. Mrs. Southwick and Dr. Kopack thanked Mr. DiNapoli, Ms. Lee and staff for their assistance with the audit.

5. **REPORT OF THE SUPERINTENDENT:** Dr. Kopack thanked everyone for attending the meeting and thanked the students for the Ukulele performance and reported on the following: SRMS articulation with teachers and S.T.Y.L.E. student visit and thank you to the PTA—the Auction was outstanding.

6. **REPORT OF THE PRINCIPAL:** Mr. Birney reported on the following: PreK is working on change of seasons, letters, numbers, and How You Brewing center; Kindergarten is working on sight words, letter sounds, and counting to 10; First Grade is working on holidays around the world, and informative writing; Second Grade is working on literacy centers, reading informative text and writing on how to catch an elf. He thanked the PTA for Auction, assemblies, and holiday market, and reported on parent classroom visitations, S.T.Y.L.E. visit, EJ Holiday Show tomorrow @ 10 a.m., and Kindergarten Rotary luncheon.
7. **REPORT OF THE PRESIDENT:** Mrs. Southwick and Mr. McKeever reported that the full board will have a discussion next month on consolidation. Mr. McKeever gave an update on the litigation. Mrs. Southwick thanked everyone for attending the meeting. Mrs. Southwick reported on the Board Self-Evaluation results (of the evaluations received, the average score 3-3.5 out of 4) which shows that the Board is working together to achieve the same goals.
8. **PUBLIC COMMENT – AGENDA ITEMS ONLY:** Members of the public commented, asked questions on the following topics:
 - B & G: Building and Grounds
9. **BOARD CORRESPONDENCE:** None
10. **APPROVAL OF MINUTES**

Motion by Danielle Hagler, 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:

November 14, 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, Mrs. Wasilewski, Mr. Wright, Mrs. Southwick
Nays(1): Mr. Schragger
Abstain(1): Mrs. Raber

11. **COMMITTEE REPORTS**
 - Building/Grounds/Transportation/Finance: Kelly Linkewich reported that the committee met today and reviewed the budget calendar.
 - PTA Liaison: William Wright reported on the PTA Auction. A wonderful time was had by all.
12. **PERSONNEL**

Motion by Kristy Raber, second by Kelly Linkewich 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:

- **Curriculum Writing:** \$250/subject/grade level or grade level cluster: Cathy McBride
- **After-School Academy (After School Homework LBI):** 1 teacher, up to 25 days, 1 hour/day @ \$50/hour: Karen Beetel
- **After-School Academy (EJ):** 1 teacher, up to 32 days, 1 hour/day @ \$50/hour: Olivia Tilton
- **Curriculum Committee:** 1 teacher, up to 5 hrs. @\$50/hour: Patti Gerety

B. Teacher Mentor

Motion to approve Jacqueline Ramilo, Kindergarten Teacher, as a mentor for Olivia Tilton, First Grade Leave Replacement Teacher, from January 2, 2024 through May 15, 2024 (approximately 16 weeks) at a cost of \$550 (prorated) in accordance with NJDOE Mentor requirements and the Long Beach Island School District Mentoring Plan.

C. Substitute Teacher Rate

Motion to approve the substitute teacher daily rate as follows:

\$130/day

\$160/day after two consecutive weeks

D. Long-Term Substitute

Motion to approve the employment of Ellen Reilly as a 6th Grade ELA Long-Term Substitute beginning approximately December 11, 2023 through March 6, 2024 and April 11, 2024 through May 10, 2024 at the daily rate of \$225. Benefits are not included.

E. Minimum Wage Increase

Motion to approve the per hour rate for the following positions to align with New Jersey's Minimum Wage change effective January 1, 2024:

Aides - \$17.00

Secretaries - \$17.00

F. Leave of Absence

Motion to approve a leave of absence for employee #4289, beginning December 15, 2023 through January 26, 2024. Employee will use paid leave.

Addendum Item:

G. Letter of Intent to Retire

Motion to accept a letter of intent to retire from William Moritz, School Bus Driver, effective March 1, 2024. Mr. Moritz has been employed in the district since 1983.

Upon a roll call vote, motion carried:

Ayes(7): Ms. Hagler, Mrs. Linkewich, Mrs. Raber, Mr. Schragger, Mrs. Wasilewski, Mr. Wright, Mrs. Southwick

Nays: 0

Abstain: 0

13. **BUILDING/GROUNDS/TRANSPORTATION/FINANCE**

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

As per the recommendation of the Superintendent:

A. Audit 2022/2023

1. Comprehensive Annual Financial Report

BE IT RESOLVED BY THE LONG BEACH ISLAND BOARD OF EDUCATION that it acknowledges receipt of the 2022-2023 school year audit, that a copy of the Summary of Audit Report is available for public inspection; and

BE IT FURTHER RESOLVED that the Long Beach Island Board of Education acknowledges that there are no audit recommendations; and

BE IT FURTHER RESOLVED that the Long Beach Island Board of Education accepts the 2022-2023 Comprehensive Annual Financial Report.

Upon a roll call vote, motion carried:

Ayes(7): Ms. Hagler, Mrs. Linkewich, Mrs. Raber, Mr. Schragger, Mrs. Wasilewski, Mr. Wright, Mrs. Southwick

Nays: 0

Abstain: 0

Motion by Marilyn Wasilewski, second by Kristy Raber to approve the following:

As per the recommendation of the Superintendent:

B. Financial Reports

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

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

a. Report of the Secretary dated November 30, 2023

b. Report of the Treasurer dated November 30, 2023

2. Statement of Cash Balances

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

11/17, 2024

C. Transfers

Motion to approve the November 2023 transfer report.

D. Bills List

Motion to approve the December 2023 Bills List, totaling \$422,030.06.

E. Travel and Training

Motion to approve the following travel/training expenses.

Date	Name	Position	Workshop	Location	Cost
12/8/23	Shelley Smith	Teacher/Tech Coordinator	Southern NJ Ed Tech Council	Galloway	Mileage
11/29/23	Lauren Rothstein	Math Teacher	Southern Regional Articulation	Manahawkin	Mileage
12/11/23	Peter Kopack Shelley Smith	Superintendent Tech Teacher	Building the Norms in a Thinking Classroom	Ocean County College	\$100 each registration and Mileage
1/27/24 2/10/24 2/24/24 3/9/24	Cathy McBride	Science Teacher	Computer Science Coastal Hub	SRI & ETTC	None
1/26/24	Cathy McBride Laura Daly	Teacher Teacher	Presenters: NJASA TECHSPO 2024	Atlantic City	Mileage
1/25/24 1/26/24	Shelley Smith	Teacher	Presenter and Attendee: NJASA TECHSPO 2024	Atlantic City	\$290 Registration and Mileage
1/25/24 1/26/24	Peter Kopack	Superintendent	Presenter and Attendee: NJASA TECHSPO 2024	Atlantic City	\$290 Registration and Mileage
1/23/24	Meghan Lee	Business Administrator	Preschool Overview	Mt. Laurel	\$125
1/22/24	Julie Oldham Shelley Smith	NJSLA Test Coordinators	NJDOE - NJSLA Training	Virtual	None

F. Use of Facilities

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

1. Red Bulls Soccer, LBI Grade School field and bathroom access, week of July 15-19 and July 29 - August 2, 2024 (9:00 - 12:00) at a fee of \$120/day.
2. Stafford Hurricanes girls soccer teams, LBI Grade School Gym, January and February 2024, 2 hours/week from 6-7 p.m.

3. LBI Chamber of Commerce LBI Fly International Kite Festival, October 11-13, 2024, use of the LBI Gym on October 11th for Indoor Kite Competition (4:30 – 9:30 p.m.), and LBI parking lot (parking for spectators), October 12th and 13th. A fee of \$55/hour will be charged for services extending beyond scheduled custodial shift.

Upon a roll call vote, motion carried:

Items B, C, E,

Ayes(7): Ms. Hagler, Mrs. Linkewich, Mrs. Raber, Mr. Schragger, Mrs. Wasilewski, Mr. Wright, Mrs. Southwick
Nays: 0
Abstain: 0

Upon a roll call vote, motion carried:

Items D and F

Ayes(6): Ms. Hagler, Mrs. Linkewich, Mrs. Raber, Mrs. Wasilewski, Mr. Wright, Mrs. Southwick
Nays: 0
Abstain(1): Mr. Schragger

14. ANNUAL APPROVALS/CONTRACTS

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

As per the recommendation of the Superintendent:

- A. Snow Removal
Motion to approve David Ash, 908 Long Beach Blvd, Surf City, NJ for snow removal services as needed pending receipt of insurance certificate.
- B. School Resource Officer
Motion to approve a Shared Service Agreement for the 2023-2024 school year for a School Resource Officer with the Borough of Ship Bottom in the amount of \$45,878.22.

Upon a roll call vote, motion carried:

Ayes(6): Ms. Hagler, Mrs. Linkewich, Mrs. Raber, Mrs. Wasilewski, Mr. Wright, Mrs. Southwick
Nays: 0
Abstain(1): Mr. Schragger

15. EDUCATIONAL

Motion by Kelly Linkewich, second by Kristy Raber 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.

Number of Incidents: 1 confirmed HIB

Upon a roll call vote, motion carried:

Ayes(6): Ms. Hagler, Mrs. Linkewich, Mrs. Raber, Mrs. Wasilewski, Mr. Wright, Mrs. Southwick
Nays: 0
Abstain(1): Mr. Schragger

16. UNFINISHED/NEW BUSINESS: None

17. **ANNOUNCEMENTS**

A. Dates to Remember

December 13:	EJ Holiday Play, "Santa Clause-Superman"
December 14:	Kindergarten Rotary Luncheon
December 18:	SRMS Music Presentation
December 20:	LBI School Holiday Concert
December 21:	Grades 1 & 2 to SRHS Holiday Show
December 22:	Early Dismissal
December 25-Jan. 1:	School Closed - Winter Break
January 2:	Board of Education Reorganization Meeting, Ethel Jacobsen School, 6:30

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

- Teacher pages on new website
- Congratulations to Mr. Moritz on 40 years of service and his retirement.

19. **REORGANIZATION MEETING:** January 2, 2024 at the Ethel Jacobsen School, 6:30 p.m. (Public Session only).

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

21. **ADJOURNMENT**

At 6:57 p.m., a motion was made by Kelly Linkewich, second by Kristy Raber to adjourn. All in favor.

Respectfully Submitted,



Kathy Sheplin
Assistant to the Board Secretary