

LONG BEACH ISLAND BOARD OF EDUCATION
Long Beach Island, New Jersey
REGULAR MEETING
August 20, 2024
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 August 20, 2024.

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**
- | | | |
|----------------|----------------|----------------|
| Dr. Chung | Mr. Schragger | Mrs. Southwick |
| Ms. Hagler | Mr. Wright | |
| Mrs. Linkewich | Mrs. Hoffacker | |

ABSENT: Mrs. Raber, Mrs. Wasilewski

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

4. **REPORT OF THE SUPERINTENDENT:** Dr. Kopack greeted everyone, thanked them for attending the meeting and reported on the following: Safety committee meeting, substitute training (thanked LisaAnne Baumann and Frank Birney), thanked Mr. Cotov for summer music program/concert, a curriculum meeting is scheduled for 9/16, directed everyone to the district website for updates, new Genesis student information system, mini golf outing at Island Golf, PTA raffle tickets, PTA first meeting 9/12 @ LBI school, thank you to the custodians, Mr. Bish, and Ms. Lee for their hard work over the summer as facilities and grounds look great, thanked the teachers for classroom preparations, reported on parent/new student orientations, Back to School Nights, reported that 1st draft of the transition plan was submitted to the Building and Grounds committee and that administration will be meeting with the LBIEA, and he reported that there will be no modular classrooms.
5. **REPORT OF THE PRINCIPAL:** Mr. Birney reported that the Wellness Committee met and reviewed the district Wellness policy and will work to eliminate any deficiencies and will initiate any necessary policy changes.
6. **REPORT OF THE PRESIDENT:** Mrs. Southwick thanked everyone for attending the meeting.
7. **PUBLIC COMMENT – AGENDA ITEMS ONLY:** None

8. **BOARD CORRESPONDENCE:** Letter of Resignation - Olivia Tilton. Mrs. Southwick congratulated Olivia and thanked Olivia for her service to the district.

9. **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:

July 23, 2024: 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(6): Dr. Chung, Ms. Hagler, Mrs. Linkewich, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick
Nays(1): Mr. Schragger
Abstain: 0

10. **COMMITTEE REPORTS**

- Building/Grounds/Transportation/Finance: Kelly Linkewich reported that the committee met today and discussed the following: Harrison-Hamnett report, Spiegle proposal and EJ transition plan.
- PTA Liaison: Stephanie Chung reported on the following: Raffle tickets are on sale and can be purchased from any PTA Executive Board Member or in the main office at both schools.

11. **PERSONNEL**

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

As per the recommendation of the Superintendent:

A. **Letter of Resignation**

Motion to accept a letter of resignation from Olivia Tilton, Paraprofessional, effective August 14, 2024. Ms. Tilton has been employed in the district since 2022.

B. **Substitute Rates**

Motion to approve substitute rates for the 2024-2025 school year as follows:

Teacher	\$130/day
	\$160 (long-term substitute)
Nurse	\$210/day
Aides/Secretaries	\$17/hour
Custodian	\$18/hour
Bus Driver	\$19/hour

C. **Stipend Positions**

Motion to approve stipend/XCOMP positions for the 2024/2025 school year with approved timesheets:

- Curriculum Committee: 5 teachers, up to 5 hrs. each @\$50/hour: Janelle Gosline, Megan Kraus, Lauren Rothstein, Jackie Ramilo, Shelley Smith

- SciP/DEAC Committee: 4 teachers, 5 hrs. each @ \$50/hr.: Patti Gerety, Karen Beetel, Jackie Ramilo, Liz Messec

D. Summer Positions

Motion to approve summer 2024 stipend/XCOMP employment, pending enrollment if applicable as follows (Submission of approved timesheets required.):

- Curriculum Review: To review/write curriculum for a total of \$250 per subject/grade level/grade cluster: Cathy McBride

E. KidsCare Aides

Motion to approve the employment of KidsCare Aides for the 2024-2025 school year at the hourly rate of \$17 as follows: Benefits are not included.

Kathleen McClellan
Debra Cifone

F. Substitute Personnel

Motion to approve substitute personnel for the 2024-2025 school year as listed below pending receipt of required paperwork and completion of required substitute orientation:

Teacher/Aide (Classroom/transportation/Kids Care)	School Nurse	Aide (classroom/transportation/kids care)
Danielle Agnello	Jennifer Collins	Debra Cifone
Daniella Bianco	Patricia Cupka	Jennifer Hendrickson
Donna Clark	Kelly Fontana*	Eileen Milacek
Christopher Cormann	Marie Marucci	Joanne Miller
Gail Cragg	Carol Power	Linda Mohalley
Sophia Ferrara	Sharon VonGorski	Patty Pogorzelski
Donna Fiore	Michelle Wallace	Elizabeth Purks
Jan Gartland		Kate Shaw
Frank Giogianni	Secretary	
Anne Jordan	Anne Jordan	Custodian
Marianne Jordan	Brooke Oldham	Matilde Leija
Eve Lehrer	Jamie Terman	Andrew Kinzler
Kathleen McClellan		
Mary Mirisola	Bus Driver	
Ellen Reilly	William Baker	
Kathleen Reilly	Elizabeth Dolly	

Teacher/Aide (Classroom/transportation/Kids Care)		
Edward Ronk		
Jamie Terman	*New Substitute	

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

12. POLICY

Motion by Brielle Hoffacker, second by Kelly Linkewich 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:

1. P 0141 Board Member Number and Term (Revised)
2. P 2200 Curriculum Content (M) (Revised)
3. P & R 316 Physical Examination (M) (Revised)
4. P & R 4160 Physical Examination (M) (Revised)
5. R 5200 Attendance (M) (Revised)
6. P 5337 Service Animals (Revised)
7. P 5350 Student Suicide Prevention (M) (Revised)
8. P 8420 Emergency and Crisis Situations (M) (Revised)
9. P & R 8467 Firearms and Weapons (M) (Revised)

Upon a roll call vote, motion carried:

Ayes(6): Dr. Chung, Ms. Hagler, Mrs. Linkewich, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick

Nays: 0

Abstain(1): Mr. Schragger

13. 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 July 2024.

- a. Report of the Secretary dated July 31, 2024
- b. Report of the Treasurer dated June 30, 2024
- c. Report of the Treasurer dated July 31, 2024

2. Statement of Cash Balances

Motion to accept the Statement of Cash Balances for the month of July 2024 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 July 2024 no budgetary line item account has been over expended in violation of N.J.A.C. 6A:23-2.11 (b).



10/16

, 2024

Meghan Lee, School Business Administrator

B. Transfers

Motion to approve the July 2024 transfer report.

C. Bills List

Motion to approve the August 2024 Bills List, totaling \$241,008.38

D. Travel and Training

Motion to approve the following travel/training expenses.

Date	Name	Position	Workshop	Location	Cost
9/12/24 10/10/24 11/14/24 12/12/24 1/9/25 2/13/25 3/13/25 4/10/25 5/8/25 6/12/25	Frank Birney	Principal	Ocean County Curriculum Consortium Monthly Meetings	Ocean County College	\$99 membership fee Mileage
8/22/24 9/20/24 10/18/24 11/15/24 12/13/24 1/17/25 2/21/25 3/21/25 6/6/25	Peter Kopack	Superintendent	Ocean County Association of School Administrators Monthly Meetings	Various Locations in Ocean County	Mileage
9/20/24	Julie Oldham	Counselor	Postvention Strategies for Schools after Sudden Traumatic Loss	Lakehurst	Mileage

E. Use of Facilities

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

1. LBI PTA Meetings (9/12/24, 10/10/24, 11/14/24, 12/12/24, 1/9/25, 2/13/25, 3/13/25, 4/17/25, 5/8/25, 6/5/25), LBI Grade School.

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

14. **ANNUAL APPROVALS/CONTRACTS**

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

As per the recommendation of the Superintendent:

A. Child Study Team Consultant List

Motion to approve child study team consultants for the 2024-2025 school year as presented.

B. Standing Orders

Motion to approve the Authorization for Standing Orders 2024-2025 (approved medical supplies) as presented.

C. Emergency AED Action Plan

Motion to approve the Long Beach Island School District's Emergency AED Action Plan for the 2024-2025 school year as presented.

D. Exposure Control Plan (Bloodborne Pathogens)

Motion to approve the Long Beach Island School District's Exposure Control Plan (Bloodborne Pathogens) for the 2024-2025 school year as presented.

E. Committees

Motion to approve committees for the 2024-2025 school year as follows:

• **Safety Committee/School Threat Assessment Team**

Peter Kopack	Frank Birney	Daniel Savage
Julie Oldham	Mark Bish	Brooke Mandarakas
Colette Southwick	Meghan Lee	Denise Lake
Police Department Representatives		

• **Wellness Committee**

Peter Kopack	Frank Birney	Denise Lake
Bianca Aniski	James LaMarco	Kelly Linkewich
Sodexo Representatives	Parent Representatives	

• **I&RS Team**

Julie Oldham - Coordinator			
Heidi DeBiasi	Sarah Franka	Denise Lake	Matt Brady
Jackie Ramilo	Frank Birney	Dr. Kopack	

- **School Climate Team**

Julie Oldham - Coordinator

Heidi DeBiasi

Rosa Senos

Colette Southwick

Dr. Kopack

Danni Hagler

Frank Birney

Matt Brady

F. Mentoring Plan

Motion to adopt the Long Beach Island School District's Mentoring Plan for the 2024-2025 school year as presented.

G. Commission for the Blind and Visually Impaired Contract

Motion to approve a contract with the NJDHS Commission for the Blind and Visually Impaired for the 2024-2025 school year in the amount of \$2,420.00.

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

15. **UNFINISHED/NEW BUSINESS**

As per the recommendation of the Superintendent:

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

A. Asbestos Abatement Administration Proposal

Motion to approve a proposal with RJB Environmental Inc. for project design, bid/quote administration, project monitoring and close-out at Ethel Jacobsen Elementary at a fee of \$5,155.

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

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

B. Proposal for Professional Services for Ethel Jacobsen School Renovations/Upgrades

Motion to approve a proposal from Spiegle Architectural Group, Inc. for professional services to support the design for the renovations and MEP upgrades at the Ethel Jacobsen School as presented.

Board Members asked if this is a new project and asked about the budget. Ms. Lee reported that the project is new for the mechanical upgrades and the project will go out to bid.

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

C. Board of Education Goals 2024-2025 - Discussion: Mrs. Southwick reported that there will be a discussion at the next meeting.

16. **ANNOUNCEMENTS**

A. Dates to Remember

August 21:	LBI School New Family Orientation Gr. 3-6 EJ Orientation Grades 1 & 2
August 22:	EJ PreK and Kindergarten Orientations
August 26:	LBI School District Golf Outing
September 4:	School Opens
September 4:	EJ School Back-to-School Night
September 5:	LBI School Back-to-School Night
September 12:	PTA Meeting, LBI Grade School, 4 p.m.
September 17:	Board of Education Meeting, Ethel Jacobsen School, Surf City

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

- Reduction in sale price for LBI Grade School Property
- Educational Facilities Plan
- Transition Plan - Preschool

18. **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 (Executive Session) on September 17, 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. Linkewich, Mr. Schragger, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick

Nays: 0

Abstain: 0

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

20. **ADJOURNMENT**

At 6:49 p.m., a motion was made by Brielle Hoffacker, second by Kelly Linkewich to adjourn. All in favor.

Respectfully Submitted,



Kathy Sheplin
Assistant to the Board Secretary