

LONG BEACH ISLAND BOARD OF EDUCATION
Regular Meeting Minutes
September 23, 2025

1. **CALL TO ORDER:** The Board of Education of the Long Beach Island School District, Ocean County, met in the gymnasium of the Long Beach Island Elementary School, 200 South Barnegat Avenue, Surf City, New Jersey on September 23, 2025.

Board President, Mrs. Southwick, called the meeting to order at 6:30 PM and read the following statement:

"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, Long Beach Island Elementary School building, and on the district website. The notice was also mailed to *The Press of Atlantic City* 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. Oros	Mr. Wright
Mrs. Raber	Mrs. Hoffacker
Ms. Hagler	Mrs. Southwick
Mrs. Linkewich	

ABSENT Dr. Chung, Mr. Schragger

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

4. **REPORT OF THE SUPERINTENDENT:** Dr. Kopack thanked everyone for their hard work over the summer to get the school up and running. He also reported on Back to School Night, Parent Conferences, 2nd Annual Fun Run, outdoor classroom and WiFi, NJSLA Scores, mandatory Adaptive Field Test, PTA membership, and NJ TechSpo 2026.
5. **REPORT OF THE PRINCIPAL:** Mr. Birney reported a great start to the school year and a smooth transition, as well as a 9/11 Ceremony, Back to School Night, 2nd Annual Fun Run, picture day and a garden event.
6. **REPORT OF THE PRESIDENT:** Mrs. Southwick thanked everyone for coming out.
7. **PUBLIC COMMENT – AGENDA ITEMS ONLY:** None
8. **BOARD CORRESPONDENCE:** None
9. **APPROVAL OF MINUTES**

Motion by Mrs. Hoffacker, second by Mrs. 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 26, 2025: 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: Ms. Hagler, Mrs. Linkewich, Dr. Oros, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick
Nays: None
Abstain: Mrs. Raber

10. **COMMITTEE REPORTS**

- Negotiations: Mrs. Southwick reported that the committee will meet soon to review the Memorandum of Agreement.
- Building/Grounds/Transportation/Finance: Mrs. Linkewich reported that the committee met to discuss health benefits, School Resource Officer, Active Shooter training, and construction updates.
- Curriculum: Mrs. Southwick reported that the committee will meet October 6, 2025.
- PTA Liaison: Ms. Hagler reported on the Little Circus assembly, PTA Clothing Drive, and raffle fundraiser.

11. **POLICY**

Motion by Mrs. Hoffacker, second by Mrs. Raber 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. N.J.A.C. 6A:23A – Fiscal Accountability, Efficiency, and Budgeting Procedures:

P 0173	Duties of Public-School Accountant (Revised)
P 0174	Legal Services (M) (Revised)
P 0177	Professional Services (M) (Revised)
P & R 1570	Internal Controls (M) (Revised)
P 1620	Administrative Employment Contracts (M) (Revised)
P & R 6111	Special Education Medicaid Initiative (SEMI) Program (M) (Revised)
P 6220	Budget Preparation (M) (Revised)
R 6220	Budget Preparation (Revised)

2. General Policy and Regulation Updates:

P 0141.3	Board Member Number and Term – Regional School District (New)
P 0143	Board Member Election and Appointment (Revised)
P 1636.01	Notification of Promotion, New Job, and Transfer Opportunities (New)
P 1648.15	Recordkeeping for Healthcare Settings In School Buildings – Covid-19 (M) (Abolished)
P 2422	Statutory Curricular Requirements (M) (Revised)
P & R 5117	Interdistrict Public School Choice (Revised)
P 5339.01	Student Sun Protection (M) (New)

Upon a roll call vote, motion carried:

Ayes: Ms. Hagler, Mrs. Linkewich, Dr. Oros, Mrs. Raber, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick
Nays: None
Abstain: None

12. **BUILDING/GROUNDS/TRANSPORTATION/FINANCE**

Motion by Mrs. Hoffacker, second by Mrs. Raber 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 2025.

- a. Report of the Secretary dated August 31, 2025
- b. Report of the Treasurer dated July 31, 2025
- c. Report of the Treasurer dated August 31, 2025

2. Statement of Cash Balances

Motion to accept the Statement of Cash Balances for the month of August 2025 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 2025 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

October 22, 2025

B. Transfers

Motion to approve the August 2025 transfer report.

C. Bills List

Motion to approve the September 2025 Bills List, totaling \$366,202.03.

D. Travel and Training

Motion to approve the following travel/training expenses.

Date	Name	Position	Workshop	Location	Cost
10/08/2025	Cathy McBride	Teacher	Sphero Workshop	Stockton	None
10/09/2025	Cathy McBride	Teacher	Science of Reading for Secondary Teachers	Virtual	None
10/21/2025	Bianca Aniski & Denise Lake	Nurses	AtlantiCare/ Emergency Care at School	Virtual	\$80
10/14/2025 11/18/2025 12/9/3025 1/13/2026	Frank Birney	Principal	OCADSE Roundtables	Varies	None

2/10/2026 3/10/2026 4/14/2026 5/12/2026 6/9/2026					
10/16/25 12/5/25 1/20/26	Frank Birney	Principal	Disproportionality and Equity Lab	Newark, NJ	None
9/30/2025 10/7/2025 10/14/2025 10/21/2025 10/28/2025	Frank Birney	Principal	School Safety Specialist Training	Virtual	None
10/23/2025	Bianca Aniski	Nurse	Healthy School, Health Children	Egg Harbor Twp.	Mileage
11/6/2025 11/7/2025	Suzanne Pukala	Custodian	NJEA Conference	Atlantic City, NJ	Mileage
10/03/2025	Shelley Smith	Teacher	Southern NJ Ed-Tech Council	Pomona, NJ	None
10/22/2025	Denise Lake	Nurse	34th Annual School Health Conference	Somerset, NJ	\$295 and mileage
12/19/2025	Mark Bish	Facilities Manager	IAQ Training	Waretown, NJ	Mileage
12/5/2025	Mark Bish	Facilities Manager	IPM Training	Waretown, NJ	Mileage

E. Use of Facilities

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

1. Girl Scout Troop 614 Meetings (1st and 3rd Thursday of each month) - Long Beach Island Elementary School

Upon a roll call vote, motion carried:

Ayes: Ms. Hagler, Mrs. Linkewich, Dr. Oros, Mrs. Raber, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick

Nays: None

Abstain: None

13. **ANNUAL APPROVALS/CONTRACTS**

Motion by Mrs. Hoffacker, second by Dr. Oros to approve the following as per the recommendation of the Superintendent:

- A. Uniform Memorandum of Agreement
Motion to approve the 2025/2026 Uniform State Memorandum of Agreement between Education and Law Enforcement Officials.
- B. Committees
Motion to approve committees for the 2025-2026 school year as follows:
- **504 Team**

Peter Kopack - Coordinator	Frank Birney	Patti Gerety
Suzanne D'Arcangelo	Stephanie Ivancich	Denise Lake
Bianca Aniski	Jackie Ramilo	Kim Maschi
- C. School Resource Officer
Motion to approve an agreement with Tri-Shield Security for Armed Security Officer services beginning September 24, 2025 at a rate of \$45 per hour.

Upon a roll call vote, motion carried:

Ayes: Ms. Hagler, Mrs. Linkewich, Dr. Oros, Mrs. Raber, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick
Nays: None
Abstain: None

14. **EDUCATIONAL**

Motion by Dr. Oros, second by Mrs. 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.

Upon a roll call vote, motion carried:

Ayes: Ms. Hagler, Mrs. Linkewich, Dr. Oros, Mrs. Raber, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick
Nays: None
Abstain: None

15. **UNFINISHED/NEW BUSINESS**

Motion by Mrs. Hoffacker, second by Mrs. Raber to approve the following as per the recommendation of the Superintendent:

- A. Board of Education Goals 2025-2026 - Discussion
- B. Santorini Construction Change Order #2
Motion to approve a change order with Santorini Construction for the following work:
- Test pits to locate the sewer lateral \$1,869.45
 - Structural repairs at the stairs and landing of V1 \$8,443.05

The total of \$10,312.50 is to be deducted from the allowance of \$29,024.20, leaving an allowance balance of \$18,711.70.

Upon a roll call vote, motion carried:

Ayes: Ms. Hagler, Mrs. Linkewich, Dr. Oros, Mrs. Raber, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick
Nays: None
Abstain: None

16. **ANNOUNCEMENTS**

A. **Dates to Remember**

Sept. 23: 2nd Annual Fun Run 4pm
Sept. 25: School Picture Day
Oct. 2: Little Circus Assembly
Oct. 3: Kite Festival Assembly
Oct. 6-10: Week of Respect
Oct. 10: Fire Prevention Program
Oct. 16: PTA Meeting, LBI Elementary 4pm
Oct. 21: Board of Education Meeting, LBI Elementary 6:30pm

17. **PUBLIC COMMENT:** A comment was made regarding the name change of the school.

18. Motion by Mrs. Hoffacker, second by Mrs. 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 October 21, 2025, at 6:00 p.m. in the gymnasium of the Long Beach Island Elementary 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: Ms. Hagler, Mrs. Linkewich, Dr. Oros, Mrs. Raber, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick
Nays: None
Abstain: None

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

20. **ADJOURNMENT:** At 6:47 PM, a motion was made by Mrs. Linkewich, second by Ms. Hagler to adjourn. All in favor.

Respectfully Submitted,

Meghan Lee
Business Administrator/Board Secretary