

LONG BEACH ISLAND BOARD OF EDUCATION
Regular Meeting Minutes
October 21, 2025
6:30 PM

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 October 21, 2025. Board President, Mrs. Southwick, called the meeting to order at 6:30 PM.

OPEN PUBLIC MEETINGS ACT: 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. **FLAG SALUTE**
3. **ROLL CALL**
Present: Dr. Chung, Ms. Hagler, Mrs. Linkewich, Dr. Oros, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick

Absent : Mrs. Raber, Mr. Schragger

Also Present: Dr. Peter Kopack, Superintendent
Meghan Lee, Business Administrator/Board Secretary
Dennis McKeever, Board Attorney
4. **REPORT OF THE PRESIDENT:** Mrs. Southwick discussed the closing of the Long Beach Island Grade School and items that can or cannot be salvaged.
5. **REPORT OF THE SUPERINTENDENT:** Dr. Kopack provided an update on upcoming assemblies, NJSLA testing, the morning news, October traditions, the Happy Feet Sock Drive, the Halloween parade, and upcoming trunk-or-treat events.
6. **BOARD CORRESPONDENCE:** Mrs. Southwick stated correspondence was received from the PTA regarding sale items.
7. **PUBLIC COMMENT – AGENDA ITEMS ONLY:** Comments were received on the following topics:
 - Items from the Long Beach Island Grade School
8. **APPROVAL OF MINUTES**

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

September 23, 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.

Motion by Mrs. Hoffacker, Seconded by Ms. Hagler

Upon a roll call vote, motion carried:

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

9. **COMMITTEE REPORTS**

- Negotiations: Mrs. Southwick reported the committee met and an agreement should be made by next month's meeting.
- Curriculum: Dr. Chung reported that the committee discussed AI, NJSLA Adaptive testing, updates on IXL, professional development, extracurricular activities, community partnerships, technology and Chromebook replacement, OnCourse to Genesis transition, and field trips.
- PTA Liaison: Ms. Hagler reported a ticket fundraiser.

10. **PERSONNEL**

A. Stipend Positions

Motion to approve stipend/XCOMP positions for the 2025/2026 school year with approved timesheets:

- **After-School Academy:** 6 Teachers, up to 22 days, 1 hour/day @ TBD/hour - Mallory Mulcahy, Matt Brady, Kim Maschi
- **Choral Instructor:** up to 20 hours @ TBD/hour - Tim Cotov
- **STEAM Night:** 2 teachers, up to 4 hours each @ TBD/hour - Cathy McBride
- **After-School STEM Instructor:** 2 teachers, up to 12 hours each @ TBD/hour - Cathy McBride
- **After School Band Instructor:** up to 25 hours @ TBD/hour - Tim Cotov
- **Detention Supervisor (as needed):** as needed, up to 12 hours @ TBD/hour - Matt Brady
- **Yearbook Coordinators:** 2 teachers, up to 35 hours each @ TBD/hour - Stephanie Ivancich

B. Substitute Personnel

Motion to approve the employment of substitute personnel for the 2025-2026 school year as listed below pending receipt of required paperwork and completion of required substitute orientation:

Holly Gallagher	Nurse
Sandra Levine	Teacher
Lisa Mellone	Paraprofessional/Teacher
Dana Smyth	Nurse
Diane Sidhom	Teacher
Sophia Klein	Teacher
Diane Barone	Teacher
Bryan Kunz	Teacher

C. Salary Allocations

Motion to approve salary allocations from the FY 2025 ESSA Grant (Every Student Succeeds Act) as follows:

<u>Grant</u>	<u>Name & Position</u>	<u>Total Salary</u>	<u>Grant Allocation</u>	<u>%</u>
Title I	Patti Gerety, BSI	\$99,169	\$35,663	36%
Title IV	Patti Gerety, BSI	\$99,169	\$10,000	10%

Motion by Mrs. Hoffacker, Seconded by Mrs. Linkewich

Upon a roll call vote, motion carried:

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

11. BUILDING/GROUNDS/TRANSPORTATION/FINANCE

A. Financial Reports

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

Motion to approve financial reports for the month of September 2025.

- a. Report of the Secretary dated September 30, 2025
- b. Report of the Treasurer dated September 30, 2025

2. Statement of Cash Balances

Motion to accept the Statement of Cash Balances for the month of September 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 September 2025 no budgetary line item account has been over expended in violation of N.J.A.C. 6A:23-2.11 (b).


_____, 11/19, 2025
Meghan Lee, School Business Administrator

B. Transfers

Motion to approve the September 2025 transfer report.

C. Bills List

Motion to approve the October 2025 Bills List, totaling \$272,899.62.

D. Travel and Training

Motion to approve the following travel/training expenses.

Date	Name	Position	Workshop	Location	Cost
10/23/25 1/22/26 3/26/26 5/28/26	Mark Bish	Facilities Manager	NJADP	Colts Neck, NJ	Mileage
11/1/25	Daniel Savage	Asst. to the BA	NJASBO Pupil Transportation	Robbinsville, NJ	\$75
11/8/25	Daniel Savage	Asst. to the BA	NJASBO Core Curriculum	Robbinsville, NJ	\$75
11/15/25	Daniel Savage	Asst. to the BA	NJASBO Food Service	Robbinsville, NJ	\$75
11/25/25	LisaAnne Baumann	HR/Payroll	Systems 3000 Payroll Year End	Tinton Falls, NJ	Mileage

11/20/25	Peter Kopack	Superintendent	Google Gemini	Tinton Falls, NJ	\$199
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E. Field Trip

Motion to approve the following field trips:

Date	Grade	Destination	Teacher in Charge	Cost
3/24/26	PreK	Jenkinson's Aquarium	Mulcahy	\$358.35
5/13/26	Kindergarten	Storybook Land	Ramilo	\$1129.93
5/14/26	Grade 5	LBI Foundation/ Jen's Links/ Lighthouse	Kappy	\$520.00
5/19/26	Grade 2	Cape May Zoo	Holloway/ Ferrer	\$215.03
5/21/26	Grade 1	Adventure Aquarium	Esarey/ Kraus	\$1,195.00

F. Use of Facilities

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

1. Girl Scout Troop 60614 Meetings - 2nd and 4th Monday of each month beginning 11/10/25 - Long Beach Island Elementary School

2. New Jersey Youth Soccer Assoc./Boca Soccer Practice - Mondays and Wednesdays beginning November 2025 through March 2026

G. Addendum Capital Reserve Withdrawal

Motion to authorize the withdrawal of \$322,443 from the Capital Reserve Account and transfer to the Capital Projects Fund for the purpose of construction management services. This withdrawal is included in the 2025-2026 budget.

Motion by Mrs. Hoffacker, Seconded by Ms. Hagler

Upon a roll call vote, motion carried:

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

Nays: None

Abstain: None

12. **ANNUAL APPROVALS/CONTRACTS**

A. Bus Evacuation Drills 2025-2026

Be it Resolved, upon the recommendation of the Superintendent, the Board of Education acknowledges the completion of the first of two of the required School Bus Evacuation Drills for the 2025-2026 school year on October 6, 2025. New Jersey Administrative Code 6:21-11.3 requires two school bus evacuation drills yearly.

- B. School Safety and Security Plan
Motion to approve the Long Beach Island School District 2025-2026 Safety and Security Plan as presented.
- C. Nursing Services Plan
Motion to approve the 2025-2026 Long Beach Island School District Nursing Services Plan.
- D. Anti-Bullying Bill of Rights Act Self-Assessment 2024-2025
Motion to approve the submission of the School Self-Assessment for Determining Grades under the *Anti-Bullying Bill of Rights Act* July 1, 2024 to June 30, 2025 to the Department of Education for the Ethel Jacobsen School and the Long Beach Island Grade School.
- E. Annual Maintenance Worksheet M-1 and Comprehensive Maintenance Plan FY 2025-26
Motion to approve the Long Beach Island School District Annual Maintenance Budget Worksheet, M-1 and the District's Three-Year Comprehensive Maintenance Plan 2025-2026.
- F. Cooperative Pricing Agreements
Motion to approve cooperative pricing agreement with the following educational services commission as follows:
- Camden County Educational Services Commission for the 2025-2026 school year for goods and services. There is no fee to join CCESC.

Motion by Mrs. Hoffacker, Seconded by Mrs. Linkewich

Upon a roll call vote, motion carried:

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

13. **EDUCATIONAL**

- 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) 2024-2025 Report Period 2 (January 1, 2025 to June 30, 2025) as presented.

Motion by Mrs. Hoffacker, Seconded by Dr. Oros

Upon a roll call vote, motion carried:

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

14. **UNFINISHED/NEW BUSINESS**

- A. Board of Education Goals 2025-2026
Motion to approve goals for the Long Beach Island Board of Education for the 2025-2026 school year as follows:

1. Enhanced Student Learning
 - Create innovative and engaging learning environments.
 - Expand hands-on, project-based learning opportunities.
 - Partner with community organizations to support real-world experiences.
2. Planning for the Future
 - Promote stability and growth for our building and programs.
 - Support higher academic achievement for all students.
 - Plan proactively for long-term success and improvement.
3. Teamwork and Community Collaboration
 - Strengthen trust and teamwork among staff, administration, and the Board.
 - Create team-building opportunities for staff, Board, and community.
 - Increase community engagement and communication.

Motion by Mrs. Hoffacker, Seconded by Ms. Hagler to approve Item A

Upon a roll call vote, motion carried:

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

B. **Withdrawn Collective Bargaining Agreement**

BE IT RESOLVED that the Long Beach Island Board of Education ratify the Memorandum of Agreement dated October 21, 2025 between the Board and the Long Beach Island Education Association; and Salary Guides for the Collective Bargaining Agreement between the Long Beach Island Board and the Long Beach Island Education Association for the period of July 1, 2025 to June 30, 2028.

C. **Security Benefit Advisors**

WHEREAS, the District, heretofore has maintained the Long Beach Island School District 403(b), ROTH 403(b), 457 and ROTH 457("the Plan") for the benefit of its eligible employees; and WHEREAS, the District has reserved the right to amend the Plan at any time; and WHEREAS, the Board of Education of the District has determined that it would be in the best interests of the district to amend the Plan;

NOWHEREFORE, be it:

RESOLVED, that the Plan shall be amended to add Security Benefit as an approved vendor effective as soon as administratively possible after the signature date.

And be it further:

RESOLVED. That the officers of the District hereby are authorized to execute such documents and to take other additional actions as they shall deem necessary or appropriate to affect the foregoing Resolutions.

D. **Addendum Construction Management Services**

Motion to award a contract for Construction Management Services to GREYHAWK, for the addition and renovation of the LBI Elementary School, in accordance with the proposal dated September 20, 2025, at a cost not to exceed \$322,443.

The selection is based on the evaluation of proposals received in response to the district's Request for Proposals (RFP) for Construction Management Services, issued on September 20, 2025.

Motion by Mrs. Hoffacker, Seconded by Ms. Hagler to approve Items C & D

Upon a roll call vote, motion carried:

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

E. Donation of Playground

BE IT RESOLVED the Board hereby authorizes the donation of the playground remaining at the Long Beach Island Grade School to the Borough of Ship Bottom in accordance with Board Policy 7300.

Motion from the floor by Mrs. Hoffacker, Seconded by Mrs. Linkewich to approve Item E

Upon a roll call vote, motion carried:

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

15. **ANNOUNCEMENTS**

A. Dates to Remember

Oct. 20-24 Spirit Week
Oct. 23-31: Red Ribbon Week
Oct. 24: Ship Bottom Trunk or Treat
Oct. 25: Surf City Trunk or Treat
Oct. 28-29: NJSLA-Adaptive Fall Field Testing Gr. 4-6
Oct. 31: Halloween Parade
Nov. 3-7: November Break
Nov. 18-20: Parent/Teacher Conferences, Parent Lunch Visits and Book Fair

B. Donations

Thank you for the following donations and programs for the Long Beach Island School District:

- Beach Reads of Surf City for the donation from their Special Needs Community event
- PBA 373: Refreshments/snacks for the 2nd Annual Family Fun Run on September 23rd
- Fire Prevention Programs and equipment demonstrations: Surf City, Ship Bottom and High Point Fire Departments for Fire Prevention Week.
- Lisa Willoughby and KiteVisions for kite flying demonstrations for students to kick-off the LBI Kite Show.
- Hoch Landscaping for the donation of seagrass and other plants in the exterior garden beds.
- Warren Ries/Eagle Scouts for a donation of \$377.34

16. **PUBLIC COMMENT:** A comment was made regarding PTA tickets.

17. **RESOLUTION:** Resolved that the Board of Education will open its next scheduled meeting (Executive Session) on November 18, 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.

Motion by Mrs. Hoffacker, Seconded by Ms. Hagler

Upon a roll call vote, motion carried:

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

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

19. **ADJOURNMENT**

Motion to adjourn the meeting at 7:06 PM.

Motion by Mrs. Hoffacker, Seconded by Ms. Hagler. All in favor.

Respectfully Submitted,

Meghan Lee
Business Administrator/Board Secretary