

LONG BEACH ISLAND BOARD OF EDUCATION
Long Beach Island, New Jersey
REGULAR MEETING
March 18, 2025
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 March 18, 2025.

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*, 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 to the newly appointed Board member, Dr. Lee-Ann Oros who represents the following constituent district just prior to public session at 6:25 p.m. by Meghan Lee, SBA/Board Secretary:

A. Barnegat Light Lee-Anne Oros (term expires December 31, 2025)

4. **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 MEMBER:

(The Business Administrator will distribute at the meeting for signature.)

5. **ROLL CALL**
- | | | |
|----------------|---------------|----------------|
| Ms. Hagler | Mr. Schragger | Mrs. Hoffacker |
| Mrs. Linkewich | Mr. Wright | Mrs. Southwick |
| Dr. Oros | | |

ABSENT: Dr. Chung, Mrs. Raber

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

6. **SPECIAL PRESENTATIONS**

- A. 2025-2026 Preliminary Budget Presentation: Ms. Lee, School Business Administrator and Dr. Kopack, Superintendent gave a PowerPoint presentation on the Preliminary Budget which included the following topics:

- Review of the previous/current/next year
- Maintenance Reserve and Capital Reserve
- Grant Funds
- Budget Process
- Revenue Sources
- Budgeted Expenditures
- Programs
- Allocation of Budgeted Expenditures
- Projected School Taxes

Ms. Southwick thanked Ms. Lee and Dr. Kopack for the presentation and asked if Board members had any questions. Mr. Wright asked for an explanation of funding of Federal Grants and Ms. Southwick asked for an explanation of the tuition slide (out-of-district tuition) and miscellaneous income. Ms. Lee explained. There were no further questions from the Board. Ms. Southwick opened up the meeting to questions to the public. There were no questions from the public on the budget presentation.

7. **REPORT OF THE SUPERINTENDENT:** Dr. Kopack thanked everyone for attending the meeting and reported on the following: SRHS Scholarship Program and special recognition of the LBI PTA, end of 3rd Marking Period, Read Across America week, Spirit Week, parent lunch visitations, PTA Enrichment Program, One District, Two Books initiative, PTA school dance, Southern Regional athletes presentation at STAC for 6th grade (thank you to the PTA for providing shirts), garden programs at EJ and LBI Schools, and EJ and LBI spring programs.

8. **REPORT OF THE PRINCIPAL:** Mr. Birney reported on the following: PreK are learning about pets and have a Petsmart center, Kindergarten are working on morning bins, First Grade are learning about economics (wants vs needs/supply and demand), Second Grade working on "How To" writing assignments, the garden is getting ready for lettuce (planted by Kids Care) to be transplanted from the indoor garden to outdoor garden, he thanked the PTA for the Brain Wash assembly, Magic of Science assembly, dance, and Enrichment Program, Read Across America activities (thank you to Mrs. Ivancich), parent lunch visitations, One District, Two Books initiative, PTA Auction @ The Farm on Main this weekend, and Surf City Library visits.
9. **REPORT OF THE PRESIDENT:** Mrs. Southwick thanked everyone for attending the meeting.
10. **PUBLIC COMMENT – AGENDA ITEMS ONLY:** Members of the public commented, asked questions on the following topics:
 - 25-26 School Calendar
11. **BOARD CORRESPONDENCE:** None
12. **APPROVAL OF MINUTES**

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

As per the recommendation of the Superintendent:

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

February 11, 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(5): Ms. Hagler, Mrs. Linkewich, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick

Nays: 0

Abstain(2): Dr. Oros, Mr. Schragger

13. **COMMITTEE REPORTS**
 - Building/Grounds/Transportation/Finance: Kelly Linkewich reported that the committee met today and discussed the following: Trident proposal, Surf City SRO agreement, Spiegle proposal and budget items for 2025-26.
 - Curriculum: Danielle Hagler reported that the committee met on February 12th and discussed the following: Social Studies and Science pilot materials, IXL program, student data system transition, professional development, homework and reading initiative, SAIL program, consolidation and transition planning, summer programs/summer packets, PTA meeting dates, events, field trips, Yearbook, and the next meeting is April 30th.
 - PTA Liaison: Danielle Hagler reported on the following: Auction - thank you to businesses that donated items, Enrichment Program (95 students participated), Executive Board has 3 positions available for next year contact Shelley Smith if interested, there are many events coming up—teacher appreciation, field day, bay day and more...

14. **PERSONNEL**

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

As per the recommendation of the Superintendent:

A. Stipend Positions

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

- **Student Assistant Interactive Leadership (SAIL) Advisor:** 20 hours @ \$50/hr.: Lisa Benjamin

B. Substitute Personnel

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

Janeen Yodakis	Teacher
Kayla Kilcomons	Teacher

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

15. **BUILDING/GROUNDS/TRANSPORTATION/FINANCE**

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

As per the recommendation of the Superintendent:

A. Budget 2025-2026

1. ADOPTION OF PRELIMINARY BUDGET 2025-2026

The Superintendent recommends approval to adopt the Preliminary Budget for 2025-2026:

BE IT RESOLVED that the tentative budget be approved for the 2025-2026 School Year using the 2025-2026 state aid figures and the School Business Administrator/Board Secretary be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	GENERAL FUND	SPECIAL REVENUES	TOTAL
2025-2026 Total Expenditures	\$14,917,612	\$97,496	\$15,015,108
Less: Anticipated Revenues	\$7,291,893	\$97,496	\$7,389,389
Taxes to be Raised	\$7,625,719	-	\$7,625,719

And to advertise said tentative budget in *The Press of Atlantic City* in accordance with the form required by the State Department of Education and according to law; and

BE IT RESOLVED that the Long Beach Island Board of Education includes in the final budget the adjustment for increased costs of health benefits in the amount of \$156,528. The additional funds will be used to pay for the additional increases in health benefit premiums.

BE IT FURTHER RESOLVED, that a public hearing be held at the Ethel Jacobsen Elementary School located at 200 Barnegat Avenue, Surf City, NJ 08008 on April 29, 2025 at 6:30 p.m. for the purpose of conducting a public hearing on the budget for the 2025-2026 School Year.

2. Travel Expenditures

WHEREAS, the Long Beach Island Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.2 et seq. Requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel as defined in N.J.A.C. 6A:23A-1.2, which includes attendance at regularly scheduled in-state county meetings, Department or Association sponsored events or in-state professional development activities for which the registration fee does not exceed \$150 per employee or board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$1,500 in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23A-7.3 et seq. but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A: 23A-7.3 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3 to a maximum expenditure of \$6,000 for all staff and board members.

3. Capital Reserve Withdrawal

That upon the recommendation of the Superintendent, the Board of Education approve the following resolution:

RESOLVED that the Long Beach Island Board of Education approves the Capital Reserve withdrawal for the 2025-2026 budget in the amount of \$6,000,000. The district intends to utilize these funds for:

Addition and Renovations at Ethel A. Jacobsen Elementary School to the New Jersey Department of Education, DOE State Project #29-2760-020-21-1000

Renovations at Ethel A. Jacobsen Elementary School to the New Jersey Department of Education, DOE State Project #29-2760-020-21-2000

4. Maintenance Reserve Withdrawal

That upon the recommendation of the Superintendent, the Board of Education approve the following resolution:

RESOLVED that the Long Beach Island Board of Education approves the Maintenance Reserve withdrawal pursuant to N.J.A.C. 6A:23A – 14.2 (d) for the 2025-2026 budget in the amount of \$300,000. The district intends to utilize these funds for:

Required Building Maintenance

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain(1): Mr. Schragger

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

B. Financial Reports

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

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

- a. Report of the Secretary dated February 28, 2025
- b. Report of the Treasurer dated January 31, 2025
- c. Report of the Treasurer dated February 28, 2025

2. Statement of Cash Balances

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

_____, 2025
Meghan Lee, School Business Administrator

C. Transfers

Motion to approve the February 2025 transfer report.

D. Bills List

Motion to approve the March 2025 Bills List, totaling \$258,623.42

E. Travel and Training

Motion to approve the following travel/training expenses.

Date	Name	Position	Workshop	Location	Cost
5/15/25	Brooke Mandarakas	Transportation Coordinator	OFAC Fingerprinting and School Bus Safety	Stockton University	Mileage
6/4, 6/5, 6/6/25	Meghan Lee	Business Administrator	NJASBO Annual Conference	Atlantic City	Mileage
4/3/25	Karen Beetel	Teacher	Strategies to De-escalate Conflict and Respond Effectively to Disruptive Student Behavior	Galloway	\$106 Registration and Mileage
4/1/25	Karen Beetel	Teacher	Science of Reading	Virtual	\$178 Registration

- F. Field Trip
Motion to approve the following field trips:

Date	Grade	Destination	Teacher in Charge	Cost
4/16/25	3-6	EJ School	All	Transportation
5/13/25	4	Allaire State Park	Daly, Maschi	\$922

- G. Use of Facilities
Motion to approve use of facilities as follows, pending receipt of certificate of insurance:

1. Red Bulls Soccer Camp, July 14-18, 2025 at a fee of \$120/day.

Upon a roll call vote, motion carried:

Items B, C, E, F, G

Ayes(6): Ms. Hagler, Mrs. Linkewich, Mr. Schragger, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick
Nays: 0
Abstain(1): Dr. Oros

Upon a roll call vote, motion carried:

Item D

Ayes(5): Ms. Hagler, Mrs. Linkewich, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick
Nays(1): Mr. Schragger
Abstain(1): Dr. Oros

16. **ANNUAL APPROVALS/CONTRACTS**

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

As per the recommendation of the Superintendent:

A. Semi Waiver

Motion to approve submission of a waiver to the County Office of Education for participation in SEMI for the 2025-2026 school year. The waiver is for 40 students or fewer and the current projection of eligible students in the Long Beach Island School District is 8. SEMI is a federal reimbursement program through Medicaid for special education students who receive Medicaid. A waiver will protect against noncompliance for QSAC.

Upon a roll call vote. motion carried:

Ayes(5): Ms. Hagler, Mrs. Linkewich, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick
Nays(1): Mr. Schragger
Abstain(1): Dr. Oros

Addendum Item:

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

B. School Resource Officer

Motion to approve a Shared Services Agreement for the 2024-2025 school year for a School Resource Officer with the Borough of Surf City in the amount of \$41,702.40

Upon a roll call vote. motion carried:

Ayes(5): Ms. Hagler, Mrs. Linkewich, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick
Nays: 0
Abstain(2): Dr. Oros, Mr. Schragger

17. **EDUCATIONAL**

Motion by Brielle Hoffacker, second by William Wright 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.

B. 2025-2026 School Calendar

Motion to approve the 2025-2026 school calendar as presented.

Upon a roll call vote. motion carried:

Item A:

Ayes(6): Ms. Hagler, Mrs. Linkewich, Dr. Oros, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick
Nays(1): Mr. Schragger
Abstain: 0

Upon a roll call vote. motion carried:

Item B:

Ayes(7): Ms. Hagler, Mrs. Linkewich, Dr. Oros, Mr. Schragger, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick
Nays: 0
Abstain: 0

18. **UNFINISHED/NEW BUSINESS**

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

As per the recommendation of the Superintendent:

A. Architectural and Engineering Services

Motion to approve Spiezle Architects to provide architectural and engineering services related to the Ethel Jacobsen Elementary School addition as outlined in their March 3, 2025 amended proposal (attached). The new scope includes the gym and 2 classroom addition, UVs in existing classrooms, transformer, exterior ramps and canopies, media center cupola, stage lift, generator, and LED lighting.

Upon a roll call vote, motion carried:

Ayes(6): Ms. Hagler, Mrs. Linkewich, Dr. Oros, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick
Nays(1): Mr. Schragger
Abstain: 0

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

B. Board Committees - Revised

Motion to approve the revised 2025 Board Committees as presented.

Upon a roll call vote, motion carried:

Ayes(6): Ms. Hagler, Mrs. Linkewich, Dr. Oros, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick
Nays(1): Mr. Schragger
Abstain: 0

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

C. Affirmative Action Team

Motion to approve the Affirmative Action Team as follows:

Frank Birney	Bianca Aniski	James LaMarco
Shelley Smith	Rosa Senos	

Upon a roll call vote, motion carried:

Ayes(7): Ms. Hagler, Mrs. Linkewich, Dr. Oros, Mr. Schragger, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick
Nays: 0
Abstain: 0

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

D. Comprehensive Equity Plan

Motion to authorize the Affirmative Action Team to conduct the needs assessment and develop a Comprehensive Equity Plan (CEP).

Upon a roll call vote, motion carried:

Ayes(7): Ms. Hagler, Mrs. Linkewich, Dr. Oros, Mr. Schragger, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick
Nays: 0
Abstain: 0

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

E. Shared Service Agreement - Media Specialist

Resolved that the Long Beach Island Board of Education enter into a shared services agreement with Southern Regional School District for the provision of Media Specialist services for the Long Beach Island School District from March 12, 2025 through June 30, 2025 at a rate of \$50.79 per week. This agreement provides a Media Specialist and other associated services.

Upon a roll call vote, motion carried:

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

Nays: 0

Abstain: 0

Addendum Item:

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

F. Licensed Site Remediation Professional

Motion to approve Trident Environmental as the Licensed Site Remediation Professional to provide environmental services related to the Long Beach Island Grade School property, as outlined in their site remediation proposal. The scope of their work shall include soil investigation activities and UST removal oversight.

Upon a roll call vote, motion carried:

Ayes(5): Ms. Hagler, Mrs. Linkewich, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick

Nays(1): Mr. Schragger

Abstain(1): Dr. Oros

19. **ANNOUNCEMENTS**

A. Dates to Remember

March 22: PTA Auction @ The Farm on Main, 4-7 p.m.

March 25: Family Feud Game Show, LBI School

March 27: Sportsmanship Day at STAC for 6th Grade

April 1-15: Afterschool STEAM Club (Tuesdays)

April 9: 6th Grade beach pictures

April 16: One District, Two Books Assembly

April 17: PTA Meeting, LBI School, 4 p.m.

April 18: Early Dismissal

April 21-25: School Closed - Spring Break

April 29: Board of Education Meeting/Public Budget Hearing, EJ School, 6:30 p.m.

B. Kindergarten Registration 2025-2026

Kindergarten registration for the 2025-2026 school year will open on April 7th. Please contact the Ethel Jacobsen School or visit the district website at www.lbischools.org for registration information.

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

- Site Remediation
- Visit to EJ School for grades 3-6 prior to the end of the school year - One District, Two Schools Program

21. **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 April 29, 2025, 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): Ms. Hagler, Mrs. Linkewich, Dr. Oros, Mr. Schragger, Mr. Wright, Mrs. Hoffacker,
Mrs. Southwick

Nays: 0

Abstain: 0

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

23. **ADJOURNMENT**

At 6:56 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