

LONG BEACH ISLAND BOARD OF EDUCATION
Long Beach Island, New Jersey
REGULAR MEETING
April 29, 2025

Ethel A. Jacobsen School Media Center

Executive (Closed) Session 5:00 PM – Regular (Public) Session/Public Budget Hearing 5:30 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 April 29, 2025.

Board President, Colette Southwick, called the meeting to order at 5:30 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. **ROLL CALL**

Dr. Chung	Dr. Oros	Mrs. Hoffacker
Ms. Hagler	Mrs. Raber	Mrs. Southwick
Mrs. Linkewich	Mr. Schragger	

ABSENT: Mr. Wright

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. Public Budget Hearing: Ms. Lee, School Business Administrator and Dr. Kopack, Superintendent gave a PowerPoint presentation on the Budget which included the following topics. Ms. Lee noted that there were no changes to the Budget from the preliminary presentation given in March:

- 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. There were no 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.

5. **PUBLIC COMMENT – AGENDA ITEMS ONLY:** Members of the public commented, asked questions on the following topics:

- LBISD tax rate compared to other districts
- Capital and Maintenance Reserve Funds
- Savings from consolidating from two schools to one

6. **FINANCE/BUDGET**

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

As per the recommendation of the Superintendent:

A. ADOPTION OF BUDGET 2025-2026

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

BE IT RESOLVED that the budget be approved for the 2025-2026 School Year using the state aid figures.

	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

B. 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.

C. Professional Services 2025-2026

WHEREAS, school district policy #6220/R6220 N.J.A.C. 6A:23A-5.2(b) and N.J.A.C. 6A:23A-9.3(c) 14 provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such public relations and professional services for the 2025-2026 School Year at the sum of:

Professional Services:	
Attorney(s)	\$ 50,000
Auditor	\$ 30,000
Architect*	\$ 0
OT/PT/Social Worker/LDT-C**	\$175,540
School Psychologist	\$ 18,300
School Physician	\$ 1,500

BE IT FURTHER RESOLVED that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

BE IT FURTHER RESOLVED that the supporting documentation of this budget also contains an itemization of certain expenditures required under administrative regulations.

*Does not include projects funded through Capital Reserve

**Total amount before Federal Grants allocation

D. 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

E. 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(7): Dr. Chung, Ms. Hagler, Mrs. Linkewich, Dr. Oros, Mrs. Raber, Mrs. Hoffacker, Mrs. Southwick
Nays(1): Mr. Schragger
Abstain: 0

7. **REPORT OF THE SUPERINTENDENT:** Dr. Kopack thanked everyone for attending the meeting and reported on the following: Thanked Ann Coen for 6th grade graduation pictures taken on the beach, PTA events, thank you to all staff and especially Stephanie Ivancich and Liz Messec for the One District, Two Books program—it was a wonderful event, 2nd annual Fun Run in September, 2nd Annual Books vs Badges on June 6th, and reported on poster contest finalists.
8. **REPORT OF THE PRINCIPAL:** Mr. Birney reported on the following: PreK is learning colors, shapes, numbers, letters and sharing, Kindergarten participated in an Earth Day event, working in the garden, and learning about recycling, First Grade is having a sugar snap peas competition, Second grade just finished a classic Freckle Juice, by Judy Blume, EJ garden is blooming, thank you to PTA, Ocean County Library class visits, Little Library on north side of the EJ School (thank you to Home Depot, Mr. Rank, Mr. Jones, and Ms. Romano for providing the materials and building the library), and PTA Auction winners coming up in May.
9. **REPORT OF THE PRESIDENT:** Mrs. Southwick thanked everyone for attending the meeting.
10. **BOARD CORRESPONDENCE:** None
11. **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:

March 18, 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, Dr. Oros, Mrs. Hoffacker, Mrs. Southwick
Nays(1): Mr. Schragger
Abstain(2): Dr. Chung, Mrs. Raber

12. **COMMITTEE REPORTS**
 - Negotiations: Colette Southwick reported that the committee will be meeting soon.
 - Building/Grounds/Transportation/Finance: Kelly Linkewich reported that the committee met today and discussed the following: RFP for Auditor, GovDeals, SRO Officer, Budget/Agenda items, and EJ construction.
 - Curriculum: Stephanie Chung reported that the committee will meet tomorrow.
 - PTA Liaison: Danielle Hagler reported that tickets are on sale for the Lakewood Blue Claws game on May 9th, next PTA meeting is at the Terrace Tavern on May 14th at 6 p.m., and thanked all who donated to the Auction. Approximately \$6,000 was raised.

13. **PERSONNEL**

Motion by Brielle Hoffacker, second by Kristy Raber to approve the following:

As per the recommendation of the Superintendent:

A. Employment of Personnel

Motion to employ personnel from July 1, 2025 through June 30, 2026, as listed. Salaries to be determined pending the outcome of the collective bargaining process.

TEACHERS-TENURED		TEACHERS-NON TENURED
Aniski, B		Tilton, R
Aurelio, A*		
Beetel, K.		PARAPROFESSIONALS
Benjamin, L		Cifone, D
Brady, M		Hendrickson, J
Colino, S		McGinty, S
Conrad, C		Mohalley, L
Cotov, T		Shaw, K
Daly, L		
D'Arcangelo, S		CUSTODIANS
DeBiasi, H		Mattner, K
Esarey, S		Moroli, J
Ferrer, A		Pukala, S
Freeman, K		
Gerety, P		SCHOOL AND DISTRICT OFFICE STAFF
Gosline, J		Baumann, L
Holloway, K		Brennan, S
Ivancich, S		Miller, J
Kappy, R		Purks, E
Kraus, Megan		Savage, D
Lake, D		Scholey, L

TEACHERS-TENURED		BUS DRIVERS
LaMarco, J		Entrikin, F
Leonard, L		Mandarakas, B
Maschi, K		Scholey, P
McBride, C		
Messec, E		
Mulcahy, M		
Oldham, J		
Ramilo, J		
Rothstein, L		
Scotto di Carlo, K		
Senos, R		
Smith, S		
Townsend, J		
*Achieving Tenure		

B. Summer Positions

Motion to approve summer 2025 stipend/XCOMP employment, pending enrollment if applicable as follows (Submission of approved timesheets required.):

- **Kindergarten Readiness:** 2 teachers, up to 8 days, 3.5 hrs. each day at a rate to be determined pending the outcome of the collective bargaining process.
Dates TBD: Lisa Leonard, Jackie Ramilo
- **Summer Technology Positions:** 2 teachers, not to exceed a total of 215 combined hours at a rate to be determined pending the outcome of the collective bargaining process: Shelley Smith, Cathy McBride
- **Curriculum Review:** To review/write curriculum for a total of \$250 per subject/grade level/grade cluster: Jackie Ramilo, Lisa Leonard

C. Job Description

Motion to approve the Superintendent's Secretary / Child Study Team Secretary job description as presented.

D. School Business Administrator Contract

Motion to approve submission of the employment contract of Meghan Lee, School Business Administrator/Board Secretary, beginning July 1, 2025, through June 30, 2026, to the Executive county Superintendent of Schools for approval.

E. 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:

Patricia Fluehr Teacher

Mrs. Southwick congratulated Ms. Aurelio who will be achieving tenure.

Upon a roll call vote, motion carried:

Ayes(8): Dr. Chung, Ms. Hagler, Mrs. Linkewich, Dr. Oros, Mrs. Raber, Mr. Schragger,
 Mrs. Hoffacker, Mrs. Southwick

Nays: 0

Abstain: 0

14. **BUILDING/GROUNDS/TRANSPORTATION/FINANCE**

Motion by Kristy Raber, second by Brielle Hoffacker 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 March 2025.

a. Report of the Secretary dated March 31, 2025

b. Report of the Treasurer dated March 31, 2025

2. Statement of Cash Balances

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

B. Transfers

Motion to approve the March 2025 transfer report.

C. Bills List

Motion to approve the April 2025 Bills List, totaling \$312,382.29.

D. Travel and Training

Motion to approve the following travel/training expenses.

Date	Name	Position	Workshop	Location	Cost
5/12/25	Julie Oldham	HIB Coordinator	School Safety/School Climate Teams (SS/SCT): Role and Responsibilities	Online	None
	Peter Kopack	Superintendent			

Date	Name	Position	Workshop	Location	Cost
5/12/25	Karen Beetel	Teacher	Math Learning Disabilities	Online	\$295 registration

Upon a roll call vote, motion carried:

Ayes(7): Dr. Chung, Ms. Hagler, Mrs. Linkewich, Dr. Oros, Mrs. Raber, Mrs. Hoffacker, Mrs. Southwick

Nays: 0

Abstain(1): Mr. Schragger

15. **ANNUAL APPROVALS/CONTRACTS**

Motion by Kristy Raber, second by Brielle Hoffacker to approve the following:

As per the recommendation of the Superintendent:

A. Shared Service Agreement - Technology Services

Resolved that the Long Beach Island Board of Education enter into a shared services agreement with Southern Regional School District for the provision of Technology Specialist/Network Administrator services for the Long Beach Island School District from July 1, 2025 through June 30, 2026 in the amount of \$52,530. This agreement provides a Technology Specialist/Network Administrator and other associated services. (see enclosed)

B. **(Withdrawn)** Shared Service Agreement - Food Service

Motion to approve a Shared Services Agreement for the 2025-2026 school year for Food Services with Stafford Township Board of Education in the amount of \$45,000.

C. Bus Evacuation Drills 2024-2025

Be it Resolved, upon the recommendation of the Superintendent, the Board of Education acknowledges the completion of the second of the two required School Bus Evacuation Drills for the 2024-2025 school year on March 20, 2025 for the EJ School and LBI Grade School. New Jersey Administrative Code 6:21-11.3 requires two school bus evacuation drills yearly.

D. Insurance Coverage: Flood Insurance

Motion to approve the insurance coverage detailed below for the 2025-2026 School Year at the premium shown, though subject to adjustment; and, that payments be made when bills are received based upon the terms, conditions, and endorsements of the policy, as shown:

Flood Insurance (Bus Garage) - Selective Insurance	\$ 13,063
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E. Systems 3000 Software Renewal

Motion to approve a software renewal agreement for Fund Accounting, Payroll, and Human Resources in the annual amount of \$19,100.

F. Comprehensive Equity Plan

Motion to approve the Long Beach Island School District's Three-Year Comprehensive Equity Plan for School Years 2025-2026 through 2027-2028 as presented for submission to the Executive County Superintendent.

Upon a roll call vote, motion carried:

Ayes(8): Dr. Chung, Ms. Hagler, Mrs. Linkewich, Dr. Oros, Mrs. Raber, Mr. Schragger,
Mrs. Hoffacker, Mrs. Southwick
Nays: 0
Abstain: 0

16. **EDUCATIONAL**

Motion by Brielle Hoffacker, second by Kristy Raber to approve the following:

As per the recommendation of the Superintendent:

- A. HIB Report
Motion to accept the Harassment, Intimidation and Bullying report as presented in Executive Session. No incidents reported.

Upon a roll call vote, motion carried:

Ayes(7): Dr. Chung, Ms. Hagler, Mrs. Linkewich, Dr. Oros, Mrs. Raber, Mrs. Hoffacker,
Mrs. Southwick
Nays(1): Mr. Schragger
Abstain: 0

17. **UNFINISHED/NEW BUSINESS**

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

As per the recommendation of the Superintendent:

- A. Office Rental Agreement
Resolved that the Long Beach Island Board of Education enter into an agreement with Manahawkin Baptist Church for 1 classroom/office space for the Business Office starting June 1, 2025 at a rate of \$1,800 per month.

Upon a roll call vote, motion carried:

Ayes(7): Dr. Chung, Ms. Hagler, Mrs. Linkewich, Dr. Oros, Mrs. Raber, Mrs. Hoffacker,
Mrs. Southwick
Nays(1): Mr. Schragger
Abstain: 0

Motion by Brielle Hoffacker, second by Kristy Raber to approve the following:

As per the recommendation of the Superintendent:

- B. Request for Continued Enrollment
Motion to approve a request for continued enrollment for one student beginning April 1, 2025, through the end of the school year. Transportation will be provided by the parents.

Upon a roll call vote, motion carried:

Ayes(8): Dr. Chung, Ms. Hagler, Mrs. Linkewich, Dr. Oros, Mrs. Raber, Mr. Schragger,
Mrs. Hoffacker, Mrs. Southwick
Nays: 0
Abstain: 0

18. **ANNOUNCEMENTS**

A. Dates to Remember

May 2: 6th Grade to Great Adventure
May 13: 4th Grade to Allaire State Park
May 14: EJ Spring Show "The Great Outdoors"
PTA Meeting, Terrace Tavern, 6 p.m. **(Correction)**
May 15: Kindergarten to Storybook Land
May 17: PTA Clothing Drive, EJ School
May 20: 2nd Grade to Cape May Zoo
Board of Education Meeting, EJ School, 6:30 p.m.

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

- PTA meeting date correction
- Bus location at EJ School
- Bus garage insurance
- Choice

20. **Motion by Kelly Linkewich, second by Danielle Hagler to approve the following:**

As per the recommendation of the Superintendent:

RESOLUTION: Resolved that the Board of Education will open its next scheduled meeting on May 20, 2025, at 6:00 p.m. in the Media Center of the Ethel A. Jacobsen School, 200 South Barnegat Avenue, Surf City, NJ in Executive Session 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(8): Dr. Chung, Ms. Hagler, Mrs. Linkewich, Dr. Oros, Mrs. Raber, Mr. Schragger,
Mrs. Hoffacker, Mrs. Southwick
Nays: 0
Abstain: 0

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

22. **ADJOURNMENT**

At 5:52 p.m., a motion was made by Brielle Hoffacker, second by Danielle Hagler to adjourn. All in favor.

Respectfully Submitted,

Kathy Sheplin
Assistant to the Board Secretary