

LONG BEACH ISLAND BOARD OF EDUCATION
REGULAR MEETING MINUTES
November 18, 2025
Long Beach Island Elementary School Gymnasium
Executive (Closed) Session 6:00 PM – Regular (Public) Session 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 November 18, 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, Mrs. Raber, Mr. Schragger,
Mrs. Hoffacker, Mrs. Southwick

Absent: Mr. Wright

Also Present: Dr. Peter Kopack, Superintendent
Meghan Lee, Business Administrator/Board Secretary
Dennis McKeever, Board Attorney

4. **REPORT OF THE SUPERINTENDENT:** Dr. Kopack reported on the Long Beach Island Elementary School and Ethel Jacobsen Dedication Ceremony, book fair, grade level happenings, and thanked our Veterans.
5. **REPORT OF THE PRESIDENT:** Mrs. Southwick thanked everyone for coming.
6. **PUBLIC COMMENT – AGENDA ITEMS ONLY:** None
7. **BOARD CORRESPONDENCE:** None
8. **APPROVAL OF MINUTES**

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

October 21, 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 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: Mrs. Raber, Mr. Schragger

9. **COMMITTEE REPORTS**

- Negotiations: Mrs. Southwick reported the Memorandum of Agreement was signed.
- Curriculum: Mrs. Southwick reported the committee will meet December 1, 2025.

- PTA Liaison: Ms. Hagler reported on the book fair and thanked the volunteers and the raffle fundraiser.

10. PERSONNEL

A. Stipend Positions

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

- **After-School Academy:** 1 Teacher, up to 12 days, 1 hour/day @ \$50/hour: Laura Daly
- **STEAM Night:** 1 teacher, up to 4 hours @ TBD/hour - Laura Daly
- **Student Assistant Interactive Leadership (SAIL) Advisor:** up to 20 hours @ TBD/hour: Janelle Gosline
- **Detention Supervisor (substitute):** as needed, up to 12 hours @ TBD/hour: Laura Daly

B. Employment of Personnel

Motion to employ personnel from July 1, 2025 through June 30, 2026, as shown on the 2025-2026 Salaries Schedule attached.

Motion by Mrs. Hoffacker, Seconded by Ms. Hagler

Upon a roll call vote, motion carried:

Ayes: Dr. Chung, Ms. Hagler, Mrs. Linkewich, Dr. Oros, Mrs. Raber, Mr. Schragger,
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 October 2025.

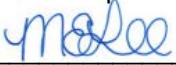
- a. Report of the Secretary dated October 31, 2025
- b. Report of the Treasurer dated October 31, 2025

2. Statement of Cash Balances

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


_____, 12/17, 2025
Meghan Lee, School Business Administrator

B. Transfers

Motion to approve the October 2025 transfer report.

C. Bills List

Motion to approve the November 2025 Bills List, totaling \$301,117.43.

D. Travel and Training

Motion to approve the following travel/training expenses.

Date	Name	Position	Workshop	Location	Cost
11/22, 12/6, 12/13, 12/20	Daniel Savage	Asst. to the BA	NJASBO School Law	Robbinsville, NJ	\$300
12/3/25	Brooke Mandarakas	Transportation Coordinator	School Transportation Supervisors Meeting	Monroe Twp, NJ	Mileage

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

Date	Grade	Destination	Teacher in Charge	Trip Objective	Cost
12/18/2025	Kindergarten	Ship Bottom Fire House	Leonard/ Ramilo	Rotary Club sponsored event	
12/19/2025	Grade 2	SRHS	Esarey/ Ferrer	SRHS Holiday Assembly	\$121.81
5/12/2026	Grade 4	Allaire State Park	Daly	Experience a village built in Colonial Times.	
5/26/2026	Grade 6	Six Flags	Gosline/ Rothstein	Culminate the students' final year as LBI students and create lasting memories with their peers before middle school	\$636.72 pd by the PTA

Motion by Mrs. Hoffacker, Seconded by Ms. Hagler

Upon a roll call vote, motion carried:

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

12. ANNUAL APPROVALS/CONTRACTS

A. Snow Removal

Motion to approve Ash Outdoor Landscapes and Pools for snow removal services as needed during the 2025-2026 school year pending receipt of insurance certificate.

Motion by Mrs. Raber, Seconded by Mrs. Hoffacker

Upon a roll call vote, motion carried:

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

13. EDUCATIONAL

- A. HIB Report
Motion to accept the Harassment, Intimidation or Bullying report as presented in Executive Session.
- B. 2025-2026 School Calendar Revision
Motion to approve adjusting the 2025-2026 school calendar due to the flood day on October 13, 2025. February 13, 2026 will now become an early dismissal for students and remain a full day for staff.

Motion by Mrs. Hoffacker, Seconded by Mrs. Raber

Upon a roll call vote, motion carried:

Ayes: Dr. Chung, Ms. Hagler, Mrs. Linkewich, Dr. Oros, Mrs. Raber, Mrs. Hoffacker, Mrs. Southwick
Nays: Mr. Schragger (Item A)
Abstain: None

14. UNFINISHED/NEW BUSINESS

- A. Collective Bargaining Agreement
BE IT RESOLVED that the Long Beach Island Board of Education ratify the Memorandum of Agreement dated November 18, 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.
- B. Grant Applications
Motion to approve the following grant application:
- Schools Development Authority Capital Maintenance and Emergent Project Grant in the amount of \$8,393.

Motion by Mrs. Hoffacker, Seconded by Mrs. Raber

Upon a roll call vote, motion carried:

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

15. ANNOUNCEMENTS

- A. Dates to Remember
- | | |
|---------------|--|
| Nov. 18-20: | Early dismissal, Parent/Teacher Conferences, Parent Lunch Visits and Book Fair |
| Nov. 20: | PTA Meeting 6pm @ the Terrace Tavern |
| Nov. 22: | Dedication Ceremony @ 10am |
| Nov. 26: | Early dismissal |
| Nov. 27 & 28: | School Closed - Thanksgiving |
| Nov. 29: | Ship Bottom Tree Lighting, 5-7 p.m |
| Dec. 6: | Ship Bottom Christmas Parade |
| Dec. 10: | Holiday Show (PK-Grade 2) |
| Dec. 16: | Board of Education Meeting, LBI Elementary School, Surf City @ 6:30 p.m. |
| Dec. 17: | Holiday Concert 6pm (Grades 3-6) |

16. PUBLIC COMMENT: None

17. **RESOLUTION:** Resolved that the Board of Education will open its next scheduled meeting (Executive Session) on December 16, 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. Raber, Seconded by Ms. Hagler

Upon a roll call vote, motion carried:

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

18. **EXECUTIVE SESSION #2 (If Needed):** N/A
19. **ADJOURNMENT:** Motion to adjourn the meeting at 6:40 pm.

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

Respectfully Submitted,

Meghan Lee
Business Administrator/Board Secretary