

LONG BEACH ISLAND BOARD OF EDUCATION
REGULAR MEETING MINUTES
December 16, 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 December 16, 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, Dr. Oros, Mrs. Raber, Mr. Wright, Mrs. Hoffacker, Mrs. Southwick

Absent: Mrs. Linkewich, Mr. Schragger

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

4. **SPECIAL PRESENTATIONS:** Musical Performance by students and Mr. Cotov

5. **REPORT OF THE SUPERINTENDENT:** Dr. Kopack reported on the dedication ceremony to the Ethel A. Jacobsen Media Center.

6. **REPORT OF THE PRINCIPAL:** Mr. Birney discussed the tree lighting, Christmas Parade, winter shows, and thanked the PTA.

7. **REPORT OF THE PRESIDENT:** Mrs. Southwick congratulated the sale of the Long Beach Island Grade School and the bid results for the Long Beach Island Elementary School addition.

8. **PUBLIC COMMENT – AGENDA ITEMS ONLY:** None

9. **BOARD CORRESPONDENCE:** None

10. **APPROVAL OF MINUTES**

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

November 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.

Motion by Mrs. Hoffacker, Seconded by Ms. Hagler

Upon a roll call vote, motion carried:

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

11. **COMMITTEE REPORTS**

- Building/Grounds/Transportation/Finance: Ms. Lee stated the committee discussed the LBIES addition, budget calendar, and preschool tuition.
- Curriculum: Mrs. Chung reported on TechSpo Convention, AI Readiness, extracurriculars, TIPP Program (Gifted & Talented), report cards, and middle school placement.
- PTA Liaison: Ms. Hagler reported on the Burger 25 Fundraiser coming in January/February and the holiday luncheon.

12. **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 22 days, 1 hour/day @ \$55/hour: Lauren Rothstein
- **After-School STEM Instructor:** 1 teacher, up to 12 hours @ \$55/hour - Laura Daly

B. Employment of Personnel

Motion to employ personnel from July 1, 2025 through June 30, 2026, as shown.

Last	First	Title	2025-2026 Salary
D'Arcangelo	Suzanne	Teacher MA	101,504.00
Lake	Denise	School Nurse	100,004.00

C. 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:

Jessy Griswold	Teacher
Sarah Beck	Teacher

D. Substitute Rates

Motion to approve substitute rates for the 2025-2026 school year as follows:

Aides/Secretaries	\$17/hour
Custodian	\$19/hour
Bus Driver	\$20/hour

E. KidsCare Rates

Motion to approve KidsCare Aides at the hourly rate of \$18.65 effective January 1, 2026.

Motion by Mrs. Hoffacker, Seconded by Ms. Hagler

Upon a roll call vote, motion carried:

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

13. **BUILDING/GROUNDS/TRANSPORTATION/FINANCE**

A. Annual Comprehensive Financial Report

BE IT RESOLVED BY THE LONG BEACH ISLAND BOARD OF EDUCATION that it acknowledges receipt of the 2024-2025 school year audit, that a copy of the Summary of Audit Report is available for public inspection; and

BE IT FURTHER RESOLVED that the Long Beach Island Board of Education acknowledges that there are no audit recommendations; and

BE IT FURTHER RESOLVED that the Long Beach Island Board of Education accepts the 2024-2025 Annual Comprehensive Financial Report.

Motion by Mrs. Hoffacker, Seconded by Ms. Hagler

Upon a roll call vote, motion carried:

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

B. Financial Reports

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

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

a. Report of the Secretary dated November 30, 2025

2. Statement of Cash Balances

Motion to accept the Statement of Cash Balances for the month of November 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 November 30, 2025 no budgetary line item account has been over expended in violation of N.J.A.C. 6A:23-2.11 (b).


_____, January 21, 2026
Meghan Lee, School Business Administrator

C. Transfers

Motion to approve the November 2025 transfer report.

D. Bills List

Motion to approve the December 2025 Bills List, totaling \$283,037.45

E. Travel and Training

Motion to approve the following travel/training expenses.

Date	Name	Position	Workshop	Location	Cost
1/21/2026	Patti Gerety	Teacher	Enhance Your Reading Instruction	Virtual	Registration \$295
12/5/2025 1/20/2026	Mallory Mulcahy	Teacher	Disproportionality and Equity Lab	Newark, NJ	Mileage

1/30/2026	Peter Kopack	Superintendent	TECHSPO '26	Atlantic City, NJ	Mileage
1/28/2026 1/29/2026 1/30/2026	Shelley Smith	Teacher	TECHSPO '26	Atlantic City, NJ	\$510 Registration
1/30/2026	Cathy McBride	Teacher	TECHSPO '26	Atlantic City, NJ	Mileage
1/30/2026	Laura Daly	Teacher	TECHSPO '26	Atlantic City	Mileage
1/30/2026	Suzanne D'Arcangelo	Teacher	Play Based Augmentation & Alternative Communication	Virtual	3 ETTC Hours
3/23/2026 3/25/2026	Mark Bish	Facilities Manager	NJSBGA Expo	Atlantic City, NJ	Mileage
3/27/2026 3/28/2026	Denise Lake	Nurse	NJ State School Nurse Spring Conference	East Brunswick, NJ	\$259 Registration and mileage

F. Use of Facilities

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

1. Borough of Ship Bottom, December 30, 2025

Motion by Dr. Oros, Seconded by Mrs. Raber

Upon a roll call vote, motion carried:

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

Nays: None

Abstain: None

14. **ANNUAL APPROVALS/CONTRACTS**

A. SRI & ETTC Hours

Motion to approve the purchase of an additional 50 ETTC Hours for professional development from SRI (Southern Regional Institute for Professional Development) & ETTC (Educational Technology Training Center) at a cost of \$1,200.

Motion by Mrs. Hoffacker, Seconded by Mrs. Raber

Upon a roll call vote, motion carried:

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

Nays: None

Abstain: None

15. **EDUCATIONAL**

A. HIB Report

Motion to accept the Harassment, Intimidation or Bullying report as presented in Executive Session.

Motion by Mrs. Hoffacker, Seconded by Mrs. Raber

Upon a roll call vote, motion carried:

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

16. **UNFINISHED/NEW BUSINESS**

A. **Addition and Alterations**

WHEREAS, a recommendation was made by the Superintendent of Schools to the Long Beach Island Board of Education ("Board") to seek a contract for construction services for a Project entitled Addition and Alterations at Long Beach Island Elementary School (formerly Ethel A. Jacobsen Elementary School) (hereinafter "Project"); and

WHEREAS, the Project was properly advertised to prospective bidders in accordance with N.J.S.A. 18A:18A-4; and

WHEREAS, on December 9, 2025 the Board received the following bids from potential vendors in accordance with N.J.S.A. 18A:18A-1, et seq.;

	G&P Parlamas Inc.	The Bennett Company Inc.	Shorelands Construction Inc.
Base Bid	\$13,347,000	\$12,718,000	\$10,400,000
Alt #1: Addt'l Classrooms	\$990,000	\$980,000	\$489,000
Alt #2: Canopy at Entrance Door V13	\$140,000	\$165,000	\$172,000
Alt #3: 4 Canopies at doors V4, V10, V22, and V23	\$230,000	\$250,000	\$283,000
Alt #4: Stage Lift	\$115,000	\$75,000	\$70,000
Alt #5: Gym Windows	\$20,000	\$75,000	\$67,000
Alt #6: Cupola replacement Media Center	\$200,000	\$200,000	\$183,000
Alt #7: Classroom UV replacement	\$1,025,000	\$820,000	\$827,000
Alt #8: LED lighting replacement	\$165,000	\$270,000	\$171,000
Alt #9: Water Table Masonry Material	\$29,000	\$150,000	\$45,000
Total	\$16,261,000	\$15,703,000	\$12,707,000

WHEREAS, upon review of the bid submitted by apparent low bidder Shorelands Construction, Inc., together with the bid specifications and N.J.S.A. 18A:18A-1 et seq., and in consultation with the Design Professionals for the Project, the Board has determined that the bid submitted by Shorelands Construction, Inc., is the lowest responsible bidder; and

WHEREAS, in addition to the allowance afforded under the bid and included in the Base Bid, the Board seeks to accept Alternate Numbers 1-9; and

WHEREAS, the Board agrees to withdraw the funds from Capital Reserve and deposit into Capital Projects; and

NOW, THEREFORE BE IT RESOLVED, the Board awards the Project to Shorelands Construction, Inc. at a total contract amount of \$12,707,000.

Motion by Ms. Hagler, Seconded by Mrs. Hoffacker

Upon a roll call vote, motion carried:

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

17. **ANNOUNCEMENTS**

A. Dates to Remember

December 16:	PTA Meeting, Media Center, 4 p.m.
December 16:	SRMS performs at the school
December 17:	Grades 3-6 School Holiday Show, 6 p.m.
December 23:	Early Dismissal
December 24-Jan.2:	School Closed Winter Break
January 6:	Board of Education Reorganization Meeting, 6:30 p.m.
January 8:	Rock Out for Reading Assembly (PK-6)
January 19:	School Closed
January 15:	PTA Meeting, Terrace Tavern, 6 p.m.

18. **PUBLIC COMMENT:** None

19. **REORGANIZATION MEETING:** January 6, 2026 at the Long Beach Island Elementary School, 6:30 p.m. (Public Session only).

20. **EXECUTIVE SESSION #2 (If Needed):** N/A

21. **ADJOURNMENT:** Motion to adjourn the meeting at 6:49 pm.

Motion by Dr. Oros, Seconded by Mrs. Hoffacker. All in favor.

Respectfully Submitted,

Meghan Lee
Business Administrator/Board Secretary