

LONG BEACH ISLAND BOARD OF EDUCATION

Long Beach Island, New Jersey

MINUTES OF THE ANNUAL ORGANIZATION/WORKING MEETING (Revised)

Tuesday, January 6, 2015

The Board of Education of the Long Beach Island School District, Ocean County, met in executive session at 5:30 p.m. in the Conference Room of the Ethel Jacobsen School, 200 Barnegat Avenue, Surf City, New Jersey on January 6, 2015, to discuss matters of Attorney-Client Privilege and Personnel. All members were notified in writing of the meeting date.

In accordance with the provisions of the New Jersey Open Public Meetings Law, the Long Beach Island Board of Education has caused notice of this meeting by having the date, time and place thereof posted in *The Press of Atlantic City*.

The meeting was called to order by the Board Secretary, Steven Moran.

The following members of the Board of Education were present:

Jennifer Bott	representing	Ship Bottom
Terry Deakyne	representing	Harvey Cedars
Steve Evert	representing	Long Beach Township
Georgene Hartmann	representing	Long Beach Township
Allyn Kain	representing	Surf City
Bonnie Picaro	representing	Long Beach Township
Kristy Raber	representing	Surf City
Colette Southwick	representing	Long Beach Township
Marilyn Wasilewski	representing	Barnegat Light

Also present:

- Karen T. McKeon, Superintendent
- Anthony Sciarrillo, Esq.
- Nicholas Savio, Esq.
- Steven Moran, Business Administrator/Board Secretary

The organization meeting was called to order by the Board Secretary at 7:06 pm followed by the pledge of allegiance.

The Oath of Office was administered by the Board Secretary to the newly elected Board members, who represent the following constituent districts:

- A. Long Beach Township (3 years) – Georgene Hartmann
- B. Ship Bottom (3 years) – Jennifer Bott
- C. Surf City (3 years) – Allyn Kain

Roll call of Board members followed the oath of office with all Board members present.

It was moved by Georgene Hartmann and seconded by Jennifer Bott to approve the combined statement of results of the 2014 school election made a part of the organization meeting minutes.

	<u>Number of Votes</u>
Georgene Hartmann, Long Beach Township	779
Jennifer Bott, Ship Bottom	200
Allyn Kain, Surf City	201

Upon roll call, the motion carried unanimously

Nominations and election of officers

The Board Secretary acted as chairman pro tem for election of President:

Nominations for President of Board of Education for a one-year term, beginning January 6, 2015:

Nomination: Jennifer Bott
Nominated by: Bonnie Picaro
Seconded by: Georgene Hartmann

It was moved by Georgene Hartmann and seconded by Allyn Kain to close the nominations for president; all in favor.

It was moved by Georgene Hartmann and seconded by Allyn Kain to elect Jennifer Bott as Board president beginning January 6, 2015. On a roll call vote, the motion carried unanimously with Jennifer Bott voting last.

Our new Board president, Jennifer Bott takes the chair.

Nominations for Vice President of Board of Education for a one-year term, beginning January 6, 2015:

Nomination: Marilyn Wasilewski	Nomination: Steve Evert
Nominated by: Colette Southwick	Nominated by: Bonnie Picaro
Seconded by: Allyn Kain	Seconded by: Terry Deakyne

Steve Evert respectfully declined his nomination as vice president due to scheduling conflicts and time constraints.

(Revision)

Nomination: Terry Deakyne
Nominated by: Georgene Hartmann

It was moved by Georgene Hartmann and seconded by Bonnie Picaro to close the nominations for vice president; all in favor.

It was moved by Colette Southwick and seconded by Allyn Kain to elect Marilyn Wasilewski as Board vice president beginning January 6, 2015. On a roll call vote, the motion carried with Terry Deakne, Georgene Hartmann and Bonnie Picaro voting no.

It was moved by Marilyn Wasilewski and seconded by Kristy Raber to approve the following items:

The 2015 Annual Meeting Calendar

All public meetings will begin at 7 p.m. unless otherwise noted. Meetings will generally be on the 3rd Tuesday of each month with some exceptions. Executive sessions will be held prior to the public meeting beginning at 5:30 p.m. All meetings will be held at the Ethel Jacobsen School.

January 20, 2015	Regular
February 3, 2015	Working
February 17, 2015	Regular
March 3, 2015	Working
*March 24, 2015	Regular (subject to change based on DOE budget calendar)
April 21, 2015	Regular
May 5, 2015	Public Budget Hearing/Working
May 19, 2015	Regular
June 2, 2015	Working
*June 23, 2015	Regular
July 21, 2015	Regular
August 18, 2015	Regular
September 1, 2015	Working
*September 22, 2015	Regular
October 6, 2015	Working
October 20, 2015	Regular
November 17, 2015	Regular
December 15, 2015	Regular
January 5, 2016	Organization Meeting (7 p.m.)

*Denotes change from regular schedule.

2015 Appointments:

- A. School Business Administrator/Board Secretary: Steven Moran
- B. Purchasing Agent: Steven Moran
- C. Assistant Board Secretary: Kathy Sheplin
- D. Custodian of School Records: Steven Moran
- E. School Funds Investor: Steven Moran
- F. School Physician: Dr. Harry Larkin, Island Medical Professional Association
- G. Affirmative Action Officer: Frank Birney
- H. 504 Officer: Julie Oldham
- I. Public Agency Compliance Officer: Steven Moran
- J. AHERA Representative: Steven Moran
- K. Right-to-Know Officer: Steven Moran
- L. IPM Coordinator: Steven Moran
- M. Basic Skills Improvement Contact: Patti Gerety

- N. Safety & Health Designee: Steven Moran
- O. Chemical Hygiene Officer: Steven Moran
- P. Indoor Air Quality Designee: Steven Moran
- Q. BioSafety Officers: Sharon VonGorski/Bianca Aniski
- R. Board Attorney: Anthony P. Sciarrillo, Esq.
- S. School Auditor: Jump, Perry & Company, L.L.P.
- T. General Insurances Broker of Record: The Van Dyk Agency
- U. Dental and Vision Benefit Plans Broker: Brown & Brown of New Jersey
- V. ADA Officer: Frank Birney
- W. Federal Funds Accountability Officer: Karen McKeon
- X. Title I/NCLB Coordinator: Karen McKeon
- Y. IDEA Coordinator: Frank Birney
- Z. Attendance Officers:
 - Harvey Cedars Chief Tom Priser
 - Ship Bottom Ptl. Joseph Mury
 - Surf City Chief William Collins
 - Long Beach Township/ Lt. Paul Vereb
 - Barnegat Light
- AA. Payment of bills between meetings: Steven Moran
- BB. Official of Investments and Wires: Steven Moran
- CC. Collection and Maintenance of Pupil Records: Joanne Miller/Lynda Scholey
- DD. Homeless Liaison: Julie Oldham
- EE. HIB District Coordinator/Specialist: Julie Oldham
- FF. I&RS (Intervention and Referral Services) District Coordinator: Julie Oldham

The official newspaper of the Board:

The Press of Atlantic City as the official newspaper of the Board.

The official depository of the Board:

OceanFirst Bank

- General Operating Account
- Capital Reserve Account
- Capital Projects Account
- Payroll Account
- Payroll Agency Account
- Unemployment Trust Account
- Cafeteria Account
- Petty Cash Account
- Money Market Account

Account Signers:

- Board President
- Board Secretary
- Treasurer of School Monies

To authorize maintaining the following petty cash accounts for 2015:

Board Office:	\$150
EJ School:	\$125
LBI Grade School:	\$125

The adoption of all policies established by the previous Board of Education, with the regulations promulgated thereunder, until such time as this present board might wish to make changes.

The adoption of all educational programs and practices established by the previous Board of Education, with the regulations promulgated thereunder, until such time as this present Board might wish to make changes.

The reaffirmation of the New Jersey School Boards Code of Ethics which shall be considered the official Code of Ethics of the Long Beach Island Board of Education:

- *I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.*
- *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.*
- *I will confine my board action to policymaking, 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.*
- *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.*
- *I will recognize that authority rests with the board of education and will make no personal promises nor take any private action which may compromise the board.*
- *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.*
- *I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But 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.*
- *I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.*
- *I will support and protect school personnel in proper performance of their duties.*
- *I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.*

Upon roll call, the motion carried unanimously.

The meeting continues into the Board of Education's working meeting; President Jennifer Bott presiding.

Public Comment:

Mr. Bill Kunz of Long Beach Township congratulated Jennifer Bott on her election as Board president. Mr. Kunz made reference to a District bylaw which stipulates that Board meeting notices must be published in two newspapers. The Board's solicitor responded explaining the bylaw needed to be updated in light of the fact that the State now requires school boards to advertise notices in only one official newspaper in an effort to reduce administrative costs.

Laura Dunlap of Long Beach Township expressed her concerns over the PARCC Testing mandate. Both the superintendent and the Board solicitor responded there while there exists no opt out provision, a school district cannot force a student to take the exam.

Rick McDonough of Ship Bottom weighed in on the PARCC testing. He complimented the District's efforts expressing that our students are learning what they should be learning adding that our children are totally dialed into technology. He noted that his own children are well equipped educationally as evidenced by their performance while attending school out-of-state. The PARCC initiative to further integrate technology into the curriculum should be welcomed. He asked if the teaching staff has taken the exam. The superintendent responded in the affirmative.

Stacey Fuessinger of Ship Bottom congratulated Jennifer Bott on her election as Board president. Ms. Fuessinger asked when the report on Owen-Little engineering evaluation of both the schools will be released. The superintendent responded we hope to have the final report by the end of March.

The Board solicitor, Tony Sciarrillo concludes the public session by providing the public and the Board an overview of the school board members' code of ethics.

FINANCE:

It was moved by Kristy Raber and seconded by Colette Southwick to approve the following finance items:

The 2013/2014 CAFR (Comprehensive Annual Financial Report) and the 2013/2014 Audit as presented by Katherine Perry of Jump, Perry and Company, LLP certified public accountants, the Board's auditors. No audit findings or recommendations were reported. **(Revision) Ms. Kain asked where the recommendations were noted in the report.**

A capital reserve withdrawal in the amount of \$150,000 to fund the analysis of the District's facilities by Board-approved professionals to assist the Board in making a decision on the modification and/or consolidation of the District's facilities and to establish a capital project for this initiative pending approval by the executive county business administrator.

Upon roll call, the motion carried unanimously.

It was moved by Marilyn Wasilewski and seconded by Georgene Hartmann to approve the following district wide items:

The 2015/2016 school calendar as presented.

The submission of certification that the quantitative and qualitative merit criteria have been satisfied for the 2013-14 school year to the County Superintendent.

Upon roll call, the motion carried unanimously.

It was moved by Colette Southwick and seconded by Georgene Hartmann to approve the second reading and adopt Long Beach Island School District Policy #4119.26 Electronic Communication by School Staff. Upon roll call, the motion carried unanimously.

It was moved by Georgene Hartmann and seconded by Colette Southwick to approve the employment of Sandra Smith-Lusk as a substitute secretary for the '14/15 school year. Upon roll call, the motion carried unanimously.

It was moved by Colette Southwick and seconded by Kristy Raber to approve the following miscellaneous items:

Professional day requests:

Employees: Karen McKeon/Julie Oldham
Conference: NJDOE PARCC Online Assessment 2015 Update
Location: Stockton College
Date: January 14, 2015
Rationale: Required training for PARCC test coordinators.
Cost: Mileage

Employee: Karen McKeon
Conference: Connecting ELA Curriculum, Instruction, and Assessments with
Common Core & PARCC: Planning Integration Across Content Areas
Location: Monroe Twp.
Date: January 26, 2015
Rationale: To gain information for upcoming PARCC testing.
Cost: \$149 registration and mileage

Employee: Amy Ferrer
Conference: PARCC Set-up
Location: In District
Date: January 6, 2015
Rationale: To help with set-up for PARCC testing.
Cost: None

Use of facilities request as follows pending receipt of proof of insurance and space availability:

- Jersey Shore Boca FC soccer practice, LBI Gym, January 15, 18, 22, 25, 29, and February 1, 5, 8, 12, 15, 2015 (January 15, 22, 29 and February 5, 12: 4-5:30 p.m.) (January 18, 25 and February 1, 8, 15: 6:30-8:30 p.m.)

The following field trip request:

Trip:	Harvey Cedars Bible Conference
Location:	Harvey Cedars
Grade(s):	6th
Teacher(s):	Ms. McBride
Date:	February 17, 2015
Time:	2:15
Objective:	This is the final culminating event for ROV Club Challenge/ Competition.
Transp:	One bus
Cost:	Transportation

The Board did not return to executive session.

On a motion by Kristy Raber and seconded by Colette Southwick, the meeting adjourned at 8:47 pm

Respectfully submitted,

Steven Moran
School Business Administrator/Board Secretary