

**LONG BEACH ISLAND BOARD OF EDUCATION**  
Long Beach Island, New Jersey

**PUBLIC MEETING MINUTES**

**MINUTES OF THE REGULAR MEETING**

Tuesday, December 13, 2016

The Board of Education of the Long Beach Island School District, Ocean County, met at 7 p.m. in the Media Center of the Ethel Jacobsen School, 200 Barnegat Avenue, Surf City, New Jersey on December 13, 2016. All members were notified in writing of the meeting date. In accordance with the provisions of the New Jersey Open Public Meetings Law, adequate notice of this meeting was posted in the Board of Education Office, Ethel A. Jacobsen School building and Long Beach Island Grade School building. The notice was also mailed to *The Press of Atlantic City* and filed with the Municipal Clerks of Barnegat Light, Harvey Cedars, Surf City, Ship Bottom and Long Beach Township.

**PUBLIC MEETING MINUTES**

Pursuant to the Resolution passed on November 15, 2016, the Board opened in Executive Session to discuss Personnel and Attorney Client Privilege and suspended opening activities, including the Pledge of Allegiance and reading of Adequate Notice of Meeting, until the Board opened in Public Session at 7:00 p.m.

Call to Order: The meeting was called to order by Board President, Mrs. Bott at 7:10 p.m. in the Media Center of the Ethel Jacobsen School.

Pledge of Allegiance

Roll Call was taken by Kathy Sheplin.

The following members of the Board of Education were present:

Jennifer Bott	representing	Ship Bottom
Tom Beaty	representing	Long Beach Township
Bonnie Picaro	representing	Long Beach Township
Colette Southwick	representing	Long Beach Township
Georgene Hartmann	representing	Long Beach Township
Allyn Kain	representing	Surf City
Marilyn Wasilewski	representing	Barnegat Light
Kristy Raber	representing	Surf City
James Donahower	representing	Harvey Cedars

Absent: None

Also present:

Peter J. Kopack, Superintendent  
Megan C. Gally, SBA/Board Secretary  
Anthony P. Sciarrillo, Esq.  
Nicholas Savio, Esq.

**Adequate Notice of Meeting:** Adequate Notice of Meeting statement was read by Mrs. Bott.

Adequate notice of this meeting of the Long Beach Island Board of Education was posted as required by the Open Public Meetings Act and by having the date, time, and place thereof published in *The Press of Atlantic City*.

**Mission Statement:** Mrs. Bott read the Long Beach Island School District Mission Statement.

**Correspondence:** Thank you letter – Kelly Turner

Mrs. Yeager and four first grade students gave a SmartTable demonstration.

**Student Council:** Skye Beetel, Student Council President, addressed the Board and public on Student Council Events as follows: Election review, Winter Fun Run, Pennies for Patients, Vote on district logo.

**School Consolidation:** Mrs. Bott gave an update: Resolutions were received from the Borough of Ship Bottom and Long Beach Township. Resolutions were not received from Surf City and Barnegat Light.

**BOARD RESOLUTIONS:**

**MINUTES:**

A motion was made by Colette Southwick, seconded by Georgene Hartmann to approve the following:

- (a) Minutes of the Regular Meeting of the Board of Education, November 15, 2016
- (b) Minutes of the Executive Session Meeting of the Board of Education, November 15, 2016

Upon a roll call vote, the motion carried: 9 ayes

**BILLS/TRANSFERS:**

A motion was made by Colette Southwick, seconded by Marilyn Wasilewski to approve the following:

- (a) Bill List for December 2016 totaling \$161,138.92
- (b) Pursuant to 18A:22-8.1, the Business Administrator recommends budgetary transfers as follows:

Transfer #	Account Description	To	From
11-000-261-421-0000	Building repair	\$30,000.00	
11-000-270-420-0000	Transportation		\$30,000.00
11-000-218-600-0000	General supplies	\$1,000.00	
11-000-218-104-0000			\$1,000.00

Mrs. Southwick asked for clarification of building repairs.

Upon a roll call vote, the motion carried: 8 ayes, 1 abstention (Raber)

**FINANCIAL REPORTS:**

A motion was made by Colette Southwick, seconded by Marilyn Wasilewski to approve the following:

- (a) Report of the Secretary dated October 31, 2016
- (b) Report of the Treasurer dated October 31, 2016
- (c) Report of the Secretary dated November 30, 2016
- (d) Report of the Treasurer dated November 30, 2016

Ms. Kain confirmed that the financial reports were reviewed by a member of the finance committee.  
Mrs. Hartmann confirmed that there were no errors.

Upon a roll call vote, the motion carried: 9 ayes

**FINANCE:**

A motion was made by Marilyn Wasilewski, seconded by Colette Southwick to approve the following:

- (a) **Annual Financial Report (CAFR):** Jerry Conaty from Holman Frenia Allison, P.C. presented the 2015/2016 Comprehensive Annual Financial Report and Auditors' Management Report.

Mr. Conaty discussed the following: recommendation for overexpenditure for legal services, and FEMA

- (b) **Independent Annual Audit:** To accept the Independent Auditor's Report, Auditor's Management Report on Administrative Finding and resulting Corrective Action Plan for the year ended June 30, 2016.

Mrs. Bott invited the public to ask questions regarding the audit.

Commissioner Latanzi, Long Beach Township, asked questions, commented on the following:

- FEMA: Mr. Conaty and Ms. Gally explained that claims were submitted to the insurance company and FEMA after Sandy and that they are seeking mitigation.

James Loudon, Harvey Cedars, asked questions, commented on the following:

- Overexpense for legal services: Ms. Gally explained limits of administrative costs and the requirement of County approval for budget transfers over 10%.

Stephen Moser, Ship Bottom, asked questions, commented on the following:

- Amount of overage: Ms. Gally responded, \$56,707

As there were no further questions, public comment was closed.

Board members thanked Mr. Conaty and complimented him on his presentation.

Upon a roll call vote, the motion carried: 9 ayes

**Board Committee Reports:**

- The Policy Committee met on November 30, 2016. Ms. Kain reported on review of new policy book: Bylaws, HIB, selection of Board Officers, requirements for newspaper advertisements.
- The Building and Grounds Committee met on December 13, 2016. Ms. Southwick reported on transportation, playground equipment, general maintenance of schools, snow removal, and LBI School structural shoring.
- The Policy Committee will meet on January 10, 2017.

A motion was made by Marilyn Waskilewski, seconded by Allyn Kain to approve the following;

**LBI Grade School Inspection:** To approve a proposal from Harrison-Hamnet, PC, 40 Knowles Street, Pennington, NJ, in the amount of \$2,000 for inspection of temporary shoring at the Long Beach Island Grade School.

Upon a roll call vote, the motion carried: 9 ayes

**President's Remarks:** Mrs. Bott addressed the Board and public as follows: Thanked all for attending the final Board of Education meeting for 2016 and noted that this was her final meeting as President. Ms. Bott thanked Dr. Kopack, Ms. Gally, fellow Board members, LBI staff and community members. She is proud of the accomplishments of the district and remarked that consolidation to one school is the future of the district.

**Comments from the Public on Agenda Items:**

James Loudon, Harvey Cedars, asked questions, commented on the following:

- LBI School structural inspection
- Resolutions from towns
- Sale of LBI School to Ship Bottom
- Construction costs of addition and renovations to EJ School

Commissioner Latanzi, Long Beach Township, asked questions, commented on the following:

- Clarification on resolution requirements from towns

Rick McDonough, Ship Bottom, asked questions, commented on the following:

- Audit and CAP line item. Ms. Gally explained regional limits.
- Legal fee expenses for previous fiscal year
- Payment for budget transfers not approved by County: Ms. Gally explained laws and requirements of the County regarding approval of budget transfers

Stacey Fuessinger, Ship Bottom, asked questions, commented on the following:

- Concerns at the Surf City Land Use meeting about storm drainage and possibility of existing EJ building to conform to new flood elevation and possible additional costs.

**Superintendent's Report/Recommendations/Board Action:** Dr. Kopack addressed the Board and public as follows: Thanked community members, students, and staff attending the meeting, thanked teachers for organizing/participating in Ship Bottom Christmas Parade and congratulated them on winning 2<sup>nd</sup> place, thanked Skye Beetel for Student Council presentation and reviewed December Happenings which are posted on the district website.

**PERSONNEL:**

A motion was made by Colette Southwick, seconded by Kristy Raber to approve the following items:

- (a) **(WITHDRAWN) Unpaid Leave Request:** To approve an unpaid leave request for Jennifer Swift, Bus Driver, for a half day on December 22, 2016.
- (b) **Substitute Personnel:** To approve the employment of substitute personnel for the 2016-17 school year pending receipt of all necessary paperwork as follows: (see profiles)

Victoria Watterworth	Classroom Aide
Suzanne Pukala	Custodian
Noreen McGowan	Teacher (current substitute in district)
AnnMarie Deakyne	Teacher/Classroom Aide/Secretary

- (c) **Health Benefits Waiver:** To approve a health benefits waiver for full-time employees that can provide documentation that they are insured by another provider. Payment may not be more than 25% of the amount saved by the employer because of the waiver or \$5,000, whichever is less.
- (d) **After School Fitness Club:** To approve six hours at the XCOMP rate of \$35 for Bianca Aniski, School Nurse, for after school fitness club at the Ethel Jacobsen School.
- (e) **After School Fitness Club Substitutes:** To approve Wendy Yeager and Lisa Boyd as After School Fitness Club Substitutes as needed at the XCOMP rate of \$35/hr.

**(ADDENDUM ITEM)**

- (f) **Additional Hours:** To approve an additional 30 hours for Joanne Miller to perform tasks to complete the 2015/2016 and 2016/2017 Application for School Aid Report (ASSA) for submission to the NJ Department of Education.

Upon a roll call vote, the motion carried: 9 ayes

**DISTRICT/STATE/FEDERAL:**

A motion was made by Colette Southwick, seconded by Kristy Raber to approve the following items:

- (a) **(WITHDRAWN) Financial Advisor:** To approve a contract with Acacia Financial Group, Inc. for Financial Advisor Services to the Long Beach Island Board of Education in accordance with the terms set forth in the cost proposal.
- (b) **2017/2018 School Calendar:** To approve the 2017/2018 school calendar as presented.
- (c) **ACT (Alliance for Competitive Telecommunications):** To approve participation in the Alliance for Competitive Telecommunications (ACT) with the Middlesex Regional Educational Services Commission (MRESC) and the New Jersey Association of School Business Officials (NJASBO) for the purchase of broadband services as follows:

The Long Beach Island School District agrees to participate in the Alliance for Competitive Telecommunications with the Educational Services Commission of New Jersey (ESCNJ) Cooperative Pricing System 65MCESCCPS and the New Jersey Association of School Business Officials (NJASBO). The ESCNJ shall be the lead Agency for this program. All current and future members of the ESCNJ Cooperative Pricing System are invited to participate in the Alliance for Competitive Telecommunications, which is intended to fulfill school districts obligation under 18A:55-3 and offer other co-op members a competitive pricing model.

The Co-op Member shall provide the awarded vendor with accurate data, i.e. telephone line numbers, locations and any other appropriate information necessary for the provision of service.

The Co-op Member may accept the contract award to the successful vendor(s) for such services as may be needed if it is advantageous to do so. The Co-op Member shall not withdraw from this agreement if they award a contract to the named vendor(s).

The Co-op Member understands that the services to be provided under this cooperative purchasing agreement may include dial tone/local calls (where available), regional toll calls, long distance toll calls and voice over internet protocol (VOIP) when such option is chosen by the participating Co-op Member.

The ACT program also includes Wide Area Network Connections, Internet Access and Hosted Phone and Fax Services.

All fees for the work of the MRESC and the expenses of NJASBO will be incorporated into the price for services as provided by the successful vendor(s). A 3% fee has been established and will be incorporated in the bid specifications.

This participation agreement was approved at a regular meeting of the Co-op Member held on December 13, 2016, and the Co-op Member authorizes the execution of this agreement.

- (d) **Video Teleconference Application:** To approve the submission of an application to participate in Video Teleconference Calls with Scientists in Antarctica on various dates from Cathy McBride. There is no cost to the district.

**(ADDENDUM ITEM)**

- (e) **Snow Removal:** To approve contract in accordance with the proposal as written with David Ash, Jr., Landscape Contractors, 908A Long Beach Boulevard, Surf City for snow removal services.

Upon a roll call vote, the motion carried: 9 ayes

**MISCELLANEOUS ITEMS:**

A motion was made by Kristy Raber, seconded by Colette Southwick to approve the following items:

- (a) **Professional Day Requests:** To approve professional day requests as follows:

<b>Employee(s):</b>	<b>Sharon VonGorski</b>
<b>Conference:</b>	CPR/AED Certification
<b>Location:</b>	Waretown
<b>Date:</b>	December 13, 2016 (evening)
<b>Rationale:</b>	To attend mandatory recertification class.
<b>Cost:</b>	\$35 registration

**Employee(s):** Julie Oldham/Shelley Smith  
**Conference:** PARCC Training for District Test Coordinators and District Tech Coordinators  
**Location:** Mt. Laurel  
**Date:** February 16, 2017  
**Rationale:** NJDOE mandatory training in preparation for PARCC testing.  
**Cost:** Mileage

**(ADDENDUM ITEM)**

**Employee(s):** Bianca Aniski  
**Conference:** School Garden Training  
**Location:** Stockton University  
**Date:** January 12, 2017  
**Rationale:** To receive award check for AlantiCare Healthy Schools Sustained Garden Award and expand garden programming to include Fender Bender.  
**Cost:** Mileage

- (b) **Building and/or Grounds Usage Request:** To approve a building and/or grounds usage request as follows pending receipt of proof of insurance and space availability:

- Ship Bottom Police, PBA 175, LBI School Gym, for recreational basketball, Tuesday evenings

Upon a roll call vote, the motion carried: 9 ayes

- (c) **Harassment, Intimidation, and Bullying (HIB):** One investigation, not confirmed as HIB.
- (d) **Principal's Report:** Mr. Birney, EJ School Principal, reported on the following: thanked teachers and students for SmartTable demonstration, parent visitations in November, Christmas Parade—teachers won 2<sup>nd</sup> place, fitness club, thank you to LBI Rotary Club and Ship Bottom Fire Company for kindergarten luncheon and the Haymarket for supplying gifts for students.
- (e) **2017 Board Meeting Calendar:** Board members discussed the proposed meeting calendar which reflects one meeting a month except for January 2017.

A motion was made by Bonnie Picaro, seconded by Georgene Hartmann to approve the following:

**2017 Board Meeting Calendar:** To adopt the 2017 Board Meeting Calendar as presented.

Upon a roll call vote, the motion carried: 6 ayes  
3 nays (Kain, Wasilewski, Southwick)

- (f) **KidsCare Program:** The Board discussed participation and cost of the program. The Board was in favor of contacting other places such as St. Francis Center to see if there is an interest in running the program.





- December 21: Winter Begins  
LBI Dress Rehearsal  
Grade 5K Swim Program at St. Francis  
LBI Holiday Concert, 6 p.m.
- December 22: Santa Visits at EJ and LBI:  
Santa and Magician visit the EJ School  
Santa visits the LBI School during Lunch with Pizza  
Grades 1 & 2 – SRHS – Holiday Show  
Grade 4D Swim Program at St. Francis
- December 23: Early Dismissals – EJ & LBI  
Winter Recess
- January 3: Board of Education Meeting, 7 p.m.
- January 4: Astronomy Night for LBI students (Ms. McBride along with Astronomical Club of the Toms River Area), LBI Grade School, 6:30-8 p.m.

**(ADDENDUM ITEM)**

- (k) **Donation:** Thank you to the Senf family for their donation of soccer balls and basketballs to the Long Beach Island Grade School.

**Public Comment:**

Rick McDonough, Ship Bottom, commented, asked questions, about the following:

- Status of referendum
- Presented a donation of 1000 bookmarks from the McDonough/Guerriero/Moser families

The Board did not return to executive session.

At 9:23 p.m., a motion was made by James Donahower and seconded by Kristy Raber to adjourn. All in favor.

Respectfully submitted,



Kathy Sheplin, Assistant Board Secretary