

# LONG BEACH ISLAND BOARD OF EDUCATION

Long Beach Island, New Jersey

## MINUTES OF THE REGULAR MEETING

Tuesday, December 15, 2015

The Board of Education of the Long Beach Island School District, Ocean County, met in executive session at 3:30 p.m. in the Media Center of the Ethel Jacobsen School, 200 Barnegat Avenue, Surf City, New Jersey on December 15, 2015, to discuss matters of Personnel, Attorney-Client Privilege, and Student Issues. 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 regular meeting was called to order by the Board President, Mrs. Bott at 7:07 p.m.

The following members of the Board of Education were present:

Jennifer Bott	representing	Ship Bottom
Allyn Kain	representing	Surf City
Kristy Raber	representing	Surf City
Colette Southwick	representing	Long Beach Township
Marilyn Wasilewski	representing	Barnegat Light
Georgene Hartmann	representing	Long Beach Township
Steve Evert	representing	Long Beach Township (arrived at 4 p.m.)
James Donahower	representing	Harvey Cedars (arrived at 3:45 p.m.)
Bonnie Picaro	representing	Long Beach Township

Absent: None

Also present:

Peter Kopack, Superintendent  
Enrico Siano, Interim SBA/Board Secretary  
Nicholas Savio, Esq.  
Anthony Sciarrillo, Esq. (arrived at 7 p.m.)

Minutes of the closed session meeting will be released to the public when the reasons for nondisclosure no longer exist.

### **Pledge of Allegiance**

**Roll Call:** Roll call was taken by Mr. Siano.

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

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

**Correspondence:** Letters from Kevin Phillips and Barbara Truncellito

**Student Council:** Student Council Executive Board, Shane Evert and Anna Warfel, were introduced to the Board of Education. Miss Scholey, Student Council Advisor, spoke about the following: election review, installation ceremony, collaboration with Southern Regional and the upcoming Fun Run.

**BOARD RESOLUTIONS:**

**MINUTES:**

A motion was made by Kristy Raber, seconded by Georgene Hartmann to approve the following:

- (a) Minutes of the Regular Meeting of the Board of Education, November 17, 2015
- (b) Minutes of the Executive Session Meeting of the Board of Education, November 17, 2015
- (c) Minutes of the Special Meeting of the Board of Education, December 2, 2015
- (d) Minutes of the Executive Session Meeting of the Board of Education, December 2, 2015

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

**BILLS/TRANSFERS:**

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

- (a) Bill List for December 2015
- (b) **Line Item Transfers (Revenue and Expenditure)**  
That the Board of Education approve the following:

**WHEREAS;** N.J.A.C. 6:20-2A.10 "Over expenditure of Funds" states "A district board of education shall not incur any obligation or approve any payment in excess of the amount appropriated by the district board of education in the applicable line item pursuant to N.J.S.A. 18A:22-8.1 and 18A:22-8.2;"

**NOW, THEREFORE, BE IT RESOLVED:** That the attached revised revenue and expenditure line item transfers for the period ended November 30, 2015, be approved as attached, and

**BE IT FURTHER RESOLVED;** that the line item transfers reflected on the State of New Jersey Monthly Transfer Report is hereby acknowledged as received and approved, as attached.

Mrs. Picaro commented on bill list/consolidation expenses.

Upon a roll call vote, the motion carried: 8 ayes (no on payment of PO #1600444 by Hartmann and Picaro on bills list)  
1 abstention (Kain )

**BOARD COMMITTEE REPORTS:**

- The Building and Grounds Committee met on November 17, 2015 and December 14, 2015. **Mrs. Southwick reported**
- The Personnel Committee met on December 9, 2015. **Mrs. Hartmann reported.**
- The Finance Committee met on December 15, 2015. The Finance Committee meeting was canceled.
- The Personnel Committee will meet on January 5, 2016.

**PRESIDENT'S REMARKS:** Mrs. Bott spoke about the following: thanked the public, thanked Mr. Evert, recap of consolidation, meeting with Mayors, and BOE Organization meeting on January 5<sup>th</sup>.

**Public Comment on Agenda Items:**

Tom Beaty, Holgate, asked questions/commented on the following:

- Capital Reserve
- Audit

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

- Family Night Out
- Bills List
- Recording of Board Meetings
- Legal fees
- Cost Control
- PO on bill list that Board Members voted against
- Roof leak and warranty

**SUPERINTENDENT REMARKS:** Dr. Kopack addressed the public on the following topics: thanked Mr. Evert for his service on the BOE, welcomed Mr. Beaty to the BOE, thanked Miss Scholey and Student Council, Ship Bottom Christmas Parade, thank you to teachers, holiday programs, and thanked Mrs. Benjamin and students for Family Art Night.

**FINANCE:**

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

- (a) **Annual Financial Report (CAFR):** Kathryn Perry from Jump, Perry and Company, LLP will present the 2014/2015 Comprehensive Annual Financial Report and Auditors' Management Report. No recommendations were reported.
- (b) **Comprehensive Annual Financial Report (CAFR):** To accept the 2014/2015 CAFR Report and school audit as presented. No recommendations were noted.

Don Jump addressed the public regarding CAFRA, the audit process and reports. He noted that there were no findings and one new report was added this year regarding unfunded pension liability.

Mrs. Hartmann asked about grade level range for middle school.

Mrs. Bott thanked Mr. Siano.

Mr. Siano thanked Lyn Moffitt, Marilyn Yates, and Kathy Sheplin for their assistance.

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

**PERSONNEL:**

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

- (a) **Leave of Absence Extension:** To approve a leave of absence extension for Tracy Sherrier, Second Grade Teacher, beginning January 4, 2016 to February 26, 2016.
- (b) **Leave Replacement Teacher:** To approve the employment of Elizabeth Messec as a Second Grade leave replacement teacher beginning January 4, 2016 to approximately February 26, 2016, at the annual salary of \$57,014 prorated (step 2 on the MA salary guide).
- (c) **Contract Approval:** To approve the contract of Enrico Siano, Interim School Business Administrator/Board Secretary, as approved by the Executive County Superintendent of Schools from November 24, 2015, through June 30, 2016.
- (d) **Qualified Purchasing Agent:** To approve Enrico Siano as a Qualified Purchasing Agent for the 2015-16 school year.
- (e) **Leave of Absence:** To approve a leave of absence for Wendy Yeager, Second Grade Teacher, beginning December 14, 2015, to February 16, 2016.
- (f) **Leave Replacement Teacher:** To approve the employment of Lisa Mennella as a Second Grade Leave replacement teacher beginning December 11, 2015 to February 17, 2016, at the annual salary of \$55,124 prorated (step 1 on the BA salary guide). Ms. Menella is currently a substitute in the district.
- (g) **Stipend Positions:** To approve stipend/XCOMP positions for the 2015-16 school year as follows:
  - **PM Tutoring:** Language Arts Literacy and Math, Grades 1 and 2, 2 afternoons/week, from dismissal to 4 p.m. beginning December 2, 2015 through April 2016, at the XCOMP rate of \$35/hr.: Elizabeth Messec (replacement for Wendy Yeager)
- (h) **Board Office Stipend:** To approve a stipend for Marilyn Moffitt for additional assignments in the amount of \$2,000 effective from January 1, 2016, to June 30, 2016.
- (i) **Superintendent Secretary/Assistant Board Secretary Stipend:** To approve a stipend for Kathy Sheplin for additional assignments in the amount of \$3,336 effective from January 1, 2016, to June 30, 2016.
- (j) **Letter of Resignation:** To accept a letter of resignation from Enrico Siano, Interim School Business Administrator/Board Secretary, effective December 23, 2015.

Mrs. Bott and Board Members regretfully accepted Mr. Siano's letter of resignation.

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:

- (a) **2016/2017 School Calendar:** To approve the 2016/2017 school calendar as presented.
- (b) **Homebound Instruction:** To approve homebound instruction through Silvergate Prep for one student for up to 12 weeks, 10 hours/week at a cost not to exceed \$7,000.

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

**MISCELLANEOUS ITEMS:**

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

- (a) **Professional Day Requests:** To approve the following professional day requests:

<b>Employee(s):</b>	<b>Peter Kopack or Frank Birney</b>
Conference:	County Supervisor of Instruction (CSI) Meetings
Location:	Various Locations in Ocean County
Date:	December 11, 2015, January 19, February 16, March 16, April 19, May 17, and June 14, 2016
Rationale:	Ocean County Office of Education monthly meeting.
Cost:	Mileage

<b>Employee(s):</b>	<b>Bianca Aniski</b>
Conference:	Legal Implications of Delegating in the School Setting
Location:	Jackson
Date:	December 16, 2015
Rationale:	Overview of delegating for response to anticipated changes in educational codes and regulations.
Cost:	Mileage

<b>Employee(s):</b>	<b>Frank Birney</b>
Conference:	Fiscal Requirements of Federal Funds Technical Assistance Session
Location:	Stockton University
Date:	January 7, 2016
Rationale:	To gain information about federal grant requirements and grant applications review processes, uniform grant guidance, standard operating procedures and internal controls, accounting codes, time and activity reporting, and purchasing.
Cost:	Mileage

**Employee(s):** Frank Birney  
**Conference:** Google for Education Seminar  
**Location:** Phillipsburg Education Center  
**Date:** January 12, 2016  
**Rationale:** To introduce innovative ways Google Apps for Education infuse technology in education.  
**Cost:** Mileage

**Employee(s):** Kathy Sheplin  
**Conference:** Superintendent's Roundtable: Meeting on Certification and Criminal History Revisions/Update  
**Location:** Toms River  
**Date:** January 26, 2016 (PM)  
**Rationale:** To gain recent information on revisions/updates to certification and criminal history requirements.  
**Cost:** Mileage

**Employee(s):** Julie Oldham  
**Conference:** Section 504 in New Jersey: An Updated Guide to Identifying and Planning Appropriate 504 Plans for Students with Disabilities  
**Location:** Webinar (in-house)  
**Date:** February 10, 2016  
**Rationale:** To gain information on knowing the difference between 504 and IEP.  
**Cost:** \$179.99 registration

**Employee(s):** Chloe Wiskow  
**Conference:** NJ Project WET  
**Location:** Tuckerton  
**Date:** May 2, 2016  
**Rationale:** To gain information, techniques, and hands-on experience in teaching science, particularly about local ecosystems and animals.  
**Cost:** \$15 registration and mileage

- (b) **(WITHDRAWN) Continued Enrollment Request:** To approve a request for continued enrollment for two students beginning December 28, 2015 for eight weeks. Transportation will be provided by the parents.

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

- (e) **Harassment, Intimidation, and Bullying (HIB):** No report.
- (f) **Principal's Report:** Mr. Birney, EJ School Principal, reported on past and upcoming events and programs at the EJ School and in the district.
- (g) **Fire/Security Drills:** Fire and Security drills were held in accordance with State Law as follows:

**Ethel Jacobsen School**

**Fire:** November 18  
**Security:** November 19, Code L

**LBI Grade School**

**Fire:** November 16  
**Security:** November 23, Code Live Out

(f) **Departmental Reports:** Special Education, October/November and December 2015

(g) **Dates to Remember:**

December 11: EJ Music Staging - Grades K-2

December 14: EJ Dress Rehearsal

December 15: EJ Holiday Show – A Place in the Christmas Choir  
Grade 6K Swim Program at St. Francis  
Strings & Chorus Practice in PM  
Board of Education Meeting, 7 p.m.

December 16: Chorus & Strings  
Grade 5K Swim Program at St. Francis  
After-School Band

December 17: EJ to LBI for Holiday Concert Dress  
Rehearsal  
Grade 4D Swim Program at St. Francis  
LBI Holiday Musicales 2015 – Chorus, Strings and Band

December 18: Theme Day – Mismatch Day - Birthday  
Celebrations, Personality of the Month  
Grade 2 Gingerbread house – EJ gym

December 21: Winter Begins

December 22: Grades 1 & 2 – SRHS – Holiday Show  
Grade 6K Swim Program at St. Francis

December 23: EARLY DISMISSALS – WINTER RECESS  
Santa Visitations to EJ and LBI

December 24-Jan. 1: SCHOOL CLOSED – WINTER RECESS

**Public Comment:**

Tom Beaty, Holgate, asked questions/commented on the following:

- December 2<sup>nd</sup> presentation
- Legal fees
- Capital Reserve Account

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

- School Business Administrator/contract obligations
- Legal fees
- Ethics charge/Attorney
- Meeting with Mayors

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

- Letter from Mayor of Ship Bottom/outcome

Nancy Spark, Barnegat Light, asked questions/commented on the following:

- Defended her letter to the editor in *The Sandpaper*

Bill Kunz, Long Beach Township, asked questions/commented on the following:

- January 5<sup>th</sup> Organization Meeting in public?
- Petitioned Mrs. Bott to stay on as president of BOE

Steve Moser, Ship Bottom, asked questions/commented on the following:

- Read a prepared statement
- Supports Mrs. Bott staying on as president of BOE
- December 2<sup>nd</sup> presentation
- Move BOE meetings to LBI School
- School Board term limits

Ron Kraft, Ship Bottom, asked questions/commented on the following:

- Read a prepared statement

Steve Evert, Board of Education Member, commented on the following:

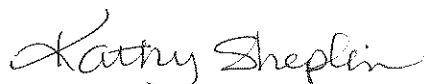
- Thanked Tom Beaty
- Spoke about consolidation and sale of school
- Sale of School
- Wished all the best to BOE

Mrs. Bott thanked Mr. Evert.

The Board did not return to Executive Session.

At 8:21 p.m. a motion was made by Colette Southwick and seconded by Kristy Raber to adjourn. All in favor.

Respectfully submitted,



Kathy Sheplin, Assistant Board Secretary