

# LONG BEACH ISLAND BOARD OF EDUCATION

Long Beach Island, New Jersey

## MINUTES OF THE REGULAR MEETING

Tuesday, June 16, 2015

The Board of Education of the Long Beach Island School District, Ocean County, met in executive session at 5 p.m. in the Media Center of the Ethel Jacobsen School, 200 Barnegat Avenue, Surf City, New Jersey on June 16, 2015, to discuss matters of Attorney-Client Privilege, Student Issues, 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 working meeting was called to order by the Board President, Mrs. Bott at 7:15 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 (arrived at 5:37 p.m.)
Colette Southwick	representing	Long Beach Township
Marilyn Wasilewski	representing	Barnegat Light
Georgene Hartmann	representing	Long Beach Township
Bonnie Picaro	representing	Long Beach Township
James Donahower	representing	Harvey Cedars

Absent:

Steve Evert	representing	Long Beach Township
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Also present:

Karen T. McKeon, Superintendent  
Enrico Siano, Interim SBA/Board Secretary  
Dennis McKeever, Esq.  
Nicholas Savio, Esq.

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

Let the Board Minutes reflect that the Board returned to the open meeting in the media center at 7:15 p.m.

### **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.

There was a presentation of t-shirts from the Student Council to the Board of Education to thank the Board for the opportunity to participate in the Student Council program.

Ms. McKeon recognized the following:

**Garden Club of NJ Poetry Contest Winners:** Congratulations to the following Poetry Contest Winners, who will receive Certificates of Appreciation and a trophy from the Garden Club of Long Beach Island:

4 <sup>th</sup> Grade:	Nathaniel Bott
5 <sup>th</sup> Grade:	Shane Evert

**Correspondence:** Letter from the Long Beach Island Education Foundation. Mrs. Picaro spoke about the Education Foundation’s “Toast the Teacher” night.

**Board Resolutions:**

**MINUTES:**

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

- (a) Amended Minutes of the Regular Meeting of the Board of Education, April 21, 2015
- (b) Minutes of the Special Meeting of the Board of Education, April 27, 2015
- (c) Minutes of the Special Meeting of the Board of Education, April 30, 2015
- (d) Minutes of the Special Meeting of the Board of Education, May 11, 2015
- (e) Minutes of the Special Meeting of the Board of Education, May 18, 2015
- (f) Minutes of the Special Meeting of the Board of Education, May 26, 2015
- (g) Minutes of the Special Meeting of the Board of Education, May 27, 2015
- (h) Minutes of the Regular Meeting of the Board of Education, May 19, 2015
- (i) Minutes of the Special Meeting of the Board of Education, June 2, 2015
- (j) Minutes of the Working Meeting of the Board of Education, June 2, 2015
- (k) Minutes of the Special Meeting of the Board of Education, June 9, 2015

Upon a roll call vote, the motion carried: 5 ayes, 3 abstentions item h (Raber, Donahower, Wasilewski)  
7 ayes, 1 abstention items a-g (Donahower)  
8 ayes, items i-k

**EXECUTIVE SESSION MINUTES:**

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

- (a) Minutes of the Executive Session Meeting of the Board of Education, May 19, 2015

- (b) Minutes of the Executive Session Meeting of the Board of Education, May 27, 2015 as amended
- (c) Minutes of the Executive Session Meeting of the Board of Education, June 2, 2015

Upon a roll call vote, the motion carried: 7 ayes, 1 abstention items a-c (Donahower)

**BILLS/TRANSFERS:**

A motion was made by Marilyn Wasilewski, seconded by Kristy Raber to approve the following:

- (a) Bill List for June 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 May 31, 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.

- (c) **End-of-the-Year Budget Transfers:** To authorize Enrico Siano, Interim School Business Administrator/Board Secretary, to make the transfers necessary to balance the 2014/2015 school budget to be approved at the July 14, 2015 Board meeting.
- (d) **Supplemental Bill List:** To authorize Enrico Siano, Interim School Business Administrator/Board Secretary, to prepare a supplemental bill list on June 30, 2015, to pay any outstanding invoices for the 2014/2015 school year to be approved at the July 14, 2015, Board meeting.

Upon a roll call vote, the motion carried: 8 ayes

**FINANCIAL REPORTS:**

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

- (a) **Financial Report of the Board Secretary**  
That the Board of Education approve the following:

**BE IT RESOLVED:** That the Long Beach Island School District Board of Education accepts the Financial Report of the Board Secretary for the period ended May 31, 2015, as attached, and

***BE IT FURTHER RESOLVED:*** That pursuant to N.J.A.C. 6:20-2A.10, the Board Secretary's financial report (appropriations section) did not reflect an over-expenditure in any of the major accounts or funds, and based on the appropriation balances reflected in this report, and the advice of the School Business Administrator, we have no reason to doubt that the district has sufficient funds available to meet its financial obligations for the remainder of the fiscal year.

(b) **Financial Report of the Treasurer of School Funds**

That the Board of Education approve the following:

**RESOLVED,** That the Long Beach Island Board of Education accepts the Financial Report of the Treasurer of School Funds for the period ended May 31, 2015.

(c) **Signature Cards**

**BE IT RESOLVED,** by the Board of Education of the Long Beach Island School District of Ocean County, that new signature cards reflecting the change in Superintendent and School Business Administrator be approved for the Ocean First Bank, Manahawkin accounts as of July 1, 2015, as follows:

Ocean First Bank - All accounts

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

Upon a roll call vote, the motion carried: 7 ayes, 1 abstention items a and b (Donahower)  
8 ayes item c

**REVISED BOARD COMMITTEE LIST AND CALENDAR:**

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

- (a) Revised 2015 Board Committee list as presented
- (b) Revised 2015 Meeting Calendar as amended and presented

Upon a roll call vote, the motion carried: 8 ayes,

**Board Committee Reports:**

- The Building and Grounds Committee met on June 16, 2015. **Mrs. Southwick reported.**

**President's Remarks:** Mrs. Bott presented a plant to Karen McKeon and wished her well in retirement. Karen McKeon thanked everyone for four wonderful years.

- **Recognition:** The Board would like to recognize Sal Cutano (2000), Richard Swain (2004), and Karen McKeon (2011) for their years of service to the Long Beach Island School District.

**Public Comment on Agenda Items:**

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

- Thanked the BOE and Ms. McKeon
- New Superintendent and salary. Mrs. Bott responded
- Principal Salary
- Extension on Mr. Siano's contract. Mrs. Bott responded
- Paying former BA. Mrs. Bott responded
- Rocket Composter

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

- Thanked the Board for decision on Rocket Composter
- Education Foundation

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

- Thanked the Board for decision on Rocket Composter, and asked if volunteers were needed to help with relocation

The Board was presented with a plaque from the Stafford Rams Lacrosse as a thank you for the use of the school facilities for practice.

Public comment on agenda items ended.

**PERSONNEL:**

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

Dr. Kopack, incoming Superintendent, was introduced, and he addressed the Board of Education and the public.

- Mentor:** To approve payment in the amount of \$550 to Kelly Turner for mentoring services for Chloe Wiskow, Third Grade Teacher, pending receipt of required documentation.
- Principal/Supervisor of Special Education:** To approve the employment of Francis Birney as a Principal/Supervisor of Special Education beginning July 1, 2015 to June 30, 2016 at the annual salary of \$109,140.
- Administrative Transition Stipend:** To approve an administrative transition stipend in the amount of \$1,000 for Frank Birney from July 1, 2015 through July 31, 2015.
- Interim SBA Contract Extension:** To approve the extension of the employment contract of Enrico Siano, Interim School Business Administrator/Board Secretary, for the period of July 1, 2015, through July 31, 2015.

(e) **Revised Annual Appointments 2015:** To approve revised annual appointments as follows:

- A. Interim School Business Administrator/Board Secretary:  
Enrico Siano
- B. Purchasing Agent: Enrico Siano
- C. Custodian of School Records: Enrico Siano
- D. School Funds Investor: Enrico Siano
- E. Public Agency Compliance Officer: Enrico Siano
- F. AHERA Representative: Enrico Siano
- G. Right-to-Know Officer: Enrico Siano
- H. IPM Coordinator: Enrico Siano
- I. Safety & Health Designee: Enrico Siano
- J. Chemical Hygiene Officer: Enrico Siano
- K. Indoor Air Quality Designee: Enrico Siano
- L. ADA Officer: Frank Birney
- M. Federal Funds Accountability Officer: Frank Birney
- N. Title I/NCLB Coordinator: Frank Birney
- O. IDEA Coordinator: Frank Birney
- P. Attendance Officer:  
Ship Bottom, Sgt. Ronald Holloway
- Q. Payment of bills between meetings: Enrico Siano
- R. Official of Investments and Wires: Enrico Siano

(f) **Summer Employment:** To approve summer employment at the XCOMP rate of \$35/hr. as follows:

- **Summer Technology Positions:** 2 teachers, 20 days, 6 hrs./day for a total of \$4,200 each: Shelley Smith and Julia Townsend
- **Webmaster:** To update and maintain the district website, 3 days, 5 hrs./day for a total of \$525: Wendy Yeager

**Addendum Item:**

(g) **Superintendent:** To approve the employment contract of Dr. Peter Kopack as Superintendent of the Long Beach Island School District beginning August 1, 2015 through June 30, 2019 as approved by the Executive County Superintendent.

Upon a roll call vote, the motion carried: 8 ayes

**DISTRICT/STATE/FEDERAL:**

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

(a) **Rocket Composter:** To approve the donation of the Rocket Composter as is to All Saints Regional Catholic School, Manahawkin, NJ. All Saints will be responsible for all costs related to repair and relocation of the composter.

- (b) **Title III Consortium:** To approve participation in the Title III Consortium for the 2015/2016 school year with Plumstead School District.

**Mrs. Hartmann asked about Title III funding. Ms. McKeon responded.**

- (c) **No Child Left Behind (NCLB) Grant Application:** To approve submission of the application for the No Child Left Behind (NCLB) Grant FY 2016 to the Department of Education. The Grant allocations have not been released from NJ DOE.
- (d) **IDEA Grant Application:** To approve submission of the application for the IDEA Grant FY 2016 to the Department of Education. Grant allocations have not been released from NJ DOE.
- (e) **SRI & ETTC:** To approve the district's membership fee for SRI (Southern Regional Institute for Professional Development) & ETTC (Educational Technology Training Center) for professional development from July 1, 2015 through June 30, 2016 in the amount of \$754.
- (f) **Obsolete Equipment Disposal:** To approve the disposal of obsolete technology equipment (computers, printers, monitors, etc.,) and also, other obsolete equipment.

**Mrs. Hartmann asked about disposal procedures. Ms. McKeon and Ms. Smith, technology coordinator, responded.**

- (g) **Support Agreement:** To approve the annual support agreement for the All-in-One Point of Sale QSP Workstation from CC Productions, Inc. in the amount of \$2,022.

**Addendum Items:**

- (h) **Insurance Policy Renewals:** To approve School Alliance Insurance Fund (SAIF) insurance premium renewals for the 2015-16 school year in the amount of \$115,187.
- (i) **Oncourse License Renewals:** To approve Oncourse Systems for Education license renewals for the period of August 1, 2015 to August 1, 2016 in the amount of \$9,770.56.
- (j) **Professional Development Plan:** To approve the district's Professional Development Plan for the 2015-2016 school year.
- (k) **Mentoring Plan:** To approve the district's Mentoring Plan for the 2015-2016 school year.

Upon a roll call vote, the motion carried:      5 ayes, 3 abstentions item a (Kain, Southwick, Wasilewski)  
7 ayes, 1 abstention items b-k (Donahower)

**SPECIAL EDUCATION:**

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

(a) **Out-of-District Summer Placements 2015:** To approve summer out-of-district placements for special education students as follows:

2 Students to Stafford Township School District's Preschool Disabled ESY program

Tuition	\$ 511.76 each
Total	\$1,023.52

1 Student to Stafford Township School District's Learning/Language Disabled ESY program

Tuition	\$ 438.48
Total	\$ 438.48

2 Students to Stafford Township School District's Multiply Disabled ESY program

\*Cost of 1:1 aide to be determined.

Tuition	\$ 832.54 each
Total	\$1,665.08

3 Students to Stafford Township School District's SLD ESY program

Tuition	\$ 337.20 each
Total	\$1,011.60

<b>TOTAL TUITION</b>	<b>\$4,138.68</b>
<b>REALATED SERVICES</b>	<b><u>\$ 360.00</u></b>
	<b>\$4,498.68</b>

Additional Related services S/L, OT, PT: 24 sessions @ \$15/session

Transportation to Stafford Township will be provided by our district.

Upon a roll call vote, the motion carried: 8 ayes

#### **TECHNOLOGY:**

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

(a) **Technical Support Agreement:** To approve a contract with Morris Computer Systems for on-site technical support from July 1, 2015 through June 30, 2016 at a cost of \$1,100/month (4, 4-hour days/month).

Upon a roll call vote, the motion carried: 8 ayes

#### **CURRICULUM:**

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



- (a) **Curriculum and Textbooks:** To approve curriculum and textbooks for the Long Beach Island School District as recommended by the Curriculum Committee as aligned with NJ Common Core Standards as follows:
- Harcourt Social Studies - Elementary Social Studies Curriculum, Grades K-4
  - Harcourt Social Studies - US History - Making a New Nation, Grade 5
  - Harcourt Social Studies - US History - Making a New Nation - Civil War to Present, Grade 6
  - Science Fusion Pathway to Next Generation Science, Grades K-5
  - Science Fusion Life Science (Cells and Heredity, Diversity of Living Things, Ecology and the Environment), Grade 6
  - Science Fusion Earth Science (The Dynamic Earth, Space Science), Grade 6
  - Science Fusion Physical Science (Matter and Energy, Motion, Forces, & Energy, Intro to Science and Technology), Grade 6
  - Pearson Envisions Math 2.0, 2016 Common Core Edition, Grades K-6 (an updated edition of the program we have been using since September 2013)
  - Prentice Hall Literature Series aligned with Common Core, Grades 6 and 7

**Mrs. Picaro asked if the Common Core will be changing. Mrs. Bott, Ms. McKeon and Mrs. Lawlor responded.**

Upon a roll call vote, the motion carried: 8 ayes

#### **MISCELLANEOUS ITEMS:**

A motion was made by Kristy Raber, seconded by Marilyn Wasilewski to approve the following miscellaneous items:

- (a) **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:
- Borough of Ship Bottom Parks and Recreation Department, LBI School Gym, alternate location for summer concerts: July 9, 16, 23, and 30 and August 6, 13, and 20, 2015, 5-10 p.m. at a cost to the Borough of \$35/hr. for custodial services.
- (b) **Donation:** To accept a donation of a French horn for the district's music department from Susan Bohs.

Upon a roll call vote, the motion carried: 8 ayes

- (c) **Harassment, Intimidation, and Bullying (HIB):** One investigation pending.

- (d) **Principal's Report:** Ms. McKeon reported.
- (e) **Fire/Security Drills:** Fire and Security drills were held in accordance with State Law as follows:

**Ethel Jacobsen School**

Fire: May 11, 59 sec.  
Security: May 11, Code E

**LBI Grade School**

Fire: May 7, 43 sec.  
Security: May 7, Code E

- (f) **Upcoming Events:** June events were listed.

**Public Comment:**

Jennifer Begonia, Barnegat Light, asked questions/commented on the following:

- Curriculum approvals
- Clarification on Common Core. Ms. McKeon responded.

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

- Thanked the Board for the addition plans
- EJ single site retrofits included in cost
- Additions and upgrades to existing buildings
- Air conditioning in school buildings
- Building elevation certifications
- Addition elevations
- Estimated construction costs. Mr. Siano responded.
- Who will write RFP for specifications? Mrs. Bott responded.
- Who will oversee building projects? Mrs. Bott and Mr. McKeever responded.
- Construction manager included in costs? Mr. McKeever responded.
- Quality of new construction
- Modular classrooms
- Projected date
- Beach Haven School instead of modular classrooms
- LBI School property increasing in value/urgency of sale. Mrs. Bott responded.
- EJ School deed restrictions

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

- Motivation for consolidation. Mrs. Bott responded.
- Maintenance in buildings
- Declining enrollment and Choice
- Savings in consolidation—How many years? Mrs. Picaro responded. Ms. Kain responded.
- Figures on consolidation savings for taxpayers in future? Mr. Siano responded.

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

- Ratable decrease. Mr. Siano responded.
- Abstentions from Rocket Composter motion. Mrs. Wasilewski and Mrs. Southwick responded.
- Prior structural problems at LBI School. Mrs. Bott responded.

Public comment ended.

At 8:50 p.m., a motion was made by Colette Southwick, seconded by Kristy Raber to return to Executive Session. Mr. Donahower did not return to executive session.

Upon a roll call vote, the motion carried: 8 ayes

The Board returned to public session at approximately 9:56 p.m. No action was taken.

At 9:58 p.m. a motion was made by Colette Southwick, seconded by Allyn Kain to adjourn. All in favor.

Respectfully submitted,

Kathy Sheplin, Assistant Board Secretary