

## LONG BEACH ISLAND BOARD OF EDUCATION

Long Beach Island, New Jersey

### MINUTES OF THE REGULAR MEETING

Tuesday, August 23, 2016

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 August 23, 2016, to discuss matters of Attorney-Client Privilege, Litigation, Negotiations, 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*.

#### **Executive Session:**

Call to Order: The meeting was called to order by Board President, Mrs. Bott at 5:37 p.m.

Pursuant to the Resolution passed on July 19, 2016, the Board opened in Executive Session and suspended opening activities, including the Pledge of Allegiance and reading of Adequate Notice of Meeting, until the Board opens in Public Session at 7:00 p.m.

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

#### Absent:

Kristy Raber	representing	Surf City
James Donahower	representing	Harvey Cedars

#### Also present:

Peter J. Kopack, Superintendent  
Megan C. Gally, SBA/Board Secretary  
Anthony Sciarrillo, Esq. (arrived at 5:40 p.m.)

At 6:51 p.m. a motion was made by Tom Beaty, seconded by Allyn Kain to adjourn to public session. All in favor.

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

#### **Public Session:**

Call to Order: The meeting was called to order by Board President, Mrs. Bott at 7:07 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 (left at 9:30 p.m.)
Georgene Hartmann	representing	Long Beach Township
Allyn Kain	representing	Surf City
Marilyn Wasilewski	representing	Barneгат Light

Absent:

Kristy Raber	representing	Surf City
James Donahower	representing	Harvey Cedars

Also present:

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

**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:** None

**School Consolidation:** Mrs. Bott gave a review of Mr. DiCara's past presentations.

At 7:10 p.m., Mr. DiCara presented the modified schematic plans from the August 2<sup>nd</sup> meeting.

The Board proceeded with a discussion regarding the proposed addition to the Ethel Jacobsen School.

The presentation/discussion ended at 8:32 p.m.

**BOARD RESOLUTIONS:**

**MINUTES:**

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

- (a) Minutes of the Regular Meeting of the Board of Education, July 19, 2016

Mrs. Southwick noted that she did not read the mission statement at the July 19<sup>th</sup> meeting.

- (b) Minutes of the Executive Session Meeting of the Board of Education, July 19, 2016
- (c) Minutes of the Special Meeting of the Board of Education, August 2, 2016

Mr. Beaty wanted it noted that on Page 5 of the August 2<sup>nd</sup> minutes he asked for hard copies of project cost detail and site costs.

Upon a roll call vote, the motion carried:     6 ayes items a-c as requested to be amended  
  1 abstention items a and b (Bott)  
  1 abstention item c (Hartmann)

#### **BILLS/TRANSFERS:**

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

- (a) Bill List for August 2016 totaling \$366,644.84

PO#1600-782 in the amount of \$7,250, Integra Realty Resources, was withdrawn from the Bill List. There was a discussion about the appraisal of the LBI Grade School.

Upon a roll call vote, the motion carried:     7 ayes as corrected

#### **FINANCIAL REPORTS:**

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

- (a) Report of the Secretary dated July 31, 2016
- (b) Report of the Treasurer dated July 31, 2016

Upon a roll call vote, the motion carried:     7 ayes

#### **Board Committee Reports:**

- The Curriculum Committee will meet on September 22, 2016.
- The Policy Committee will need to schedule a meeting.
- The Building and Grounds Committee met on August 2, 2016: Mrs. Southwick reported.

Mrs. Hartmann read a prepared statement regarding school consolidation.

**President's Remarks:** Choice Program: The Board had a discussion regarding the Choice Program, available Choice seats for the 2016/2017 school year, and placement of students.

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

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

- Bill List – review of FEMA Reconciliations, \$3,960
- Asked who McManimon/Scotland is – Bond Counsel

Steve Moser, Ship Bottom, commented, asked questions about the following:

- Current value of LBI property from appraisal

**Superintendent's Report/Recommendations/Board Action:** Dr. Kopack addressed the Board and public as follows: thanked school staff for work over the summer, class placement and bus assignments will be sent home on Friday, explained the "BE Program," and thanked Mr. Birney for the Summer Reading Program at the Ocean County Library.

**PERSONNEL:**

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

- (a) **Bus Driver:** To approve the employment of Jennifer Swift as a bus driver for the 2016/2017 school year at the annual salary of \$14,812 (step 1 on the bus driver salary guide). Benefits are not included. Salary to be determined at the conclusion of the collective bargaining process.
- (b) **Stipend Positions:** To approve posting stipend/XCOMP positions for the 2016/17 school year as follows:
  - **Choral Instructor:** Spring concert preparation, 10 hrs. max. for a total of \$350
  - **EJ and LBI Afterschool Detention Supervisors:** as needed throughout the school year at the XCOMP rate of \$35/hr.
  - **STEAM Night:** 2 teachers, 7 hrs. each for a total of \$245 each
  - **After-School STEM Instructor:** 1 teacher, grades 3-6, 25 hrs. max. for a total of \$875
  - **Student Council Advisor:** 25 hrs. max. for a total of \$875
  - **Afterschool Band Instructor:** 1 hour/week for 20 weeks at the XCOMP rate of \$35/hr. for a total of \$700.
  - **Webmaster:** 3 hrs./week for 20 weeks for a total of \$2,100
  - **Wind Ensemble Instructor:** 30 hrs. max for a total of \$1,050
  - **Leaders in Training Supervisor:** 12 hrs. max. for a total of \$420
  - **Curriculum Review:** 4 teachers, 5 hrs. each at the XCOMP rate of \$35/hr. for a total of \$175 each to realign district ELA and Math curricula as required by the NJ DOE for submission to the BOE for approval.
  - **After-School Fitness Club (EJ):** 2 teachers, 2 hrs./week for 8 weeks (TBD) for a total of \$560 each
  - **After-School Fitness Club (LBI School):** 2 teachers, 2 hrs./week for 8 weeks (TBD) for a total of \$560 each

- (c) **Substitute List:** To approve substitute personnel for the 2016/2017 school year as listed below:

**Teachers**

Charles Alyanakian  
Kiley Barone  
Joanne Benzoni  
Janice Carroll  
Virginia Coll  
Michelle Dockery  
Martina Donahower  
Janice Frager  
Danielle Grasso  
Judith Hartney  
Robert Leichte  
Amy Loki  
Edmund Mantie  
Kathleen McCaffrey  
Kathleen McClellan  
Lisa Menella  
Mary Perko  
Joan Porath  
Theresa Rabinovitz  
Allacen Rathburn  
Alison Rieder  
Laura Roda  
Danielle Saxton  
Carole Shanley  
Debra Skimmons  
Patricia Smith  
Sandra Smith-Lusk  
Dolores Wichowski  
Marilyn Yates

**Teacher Initial approval**

Jill Plenge  
John O'Hara  
Linda Pepe  
Lavina Schiavone

**Nurses**

Marie Marucci  
Sarah Wright

**Classroom Aides**

Kathleen McClellan  
Noreen McGowan

Linda Mohalley  
Kelley Nasti  
Laura Patterson  
Kelly Servidio  
Sandra Smith-Lusk

**Custodians**

Joseph Calabrese  
Dylan Reilly

**Secretary**

Kathleen McClellan  
Sandrea Medford  
Lisa Mennella  
Kelley Nasti  
Lavina Schiavone  
Kelly Servidio  
Debra Skimmons

**Bus Driver**

William Baker  
Alan Kostelnik  
Shane Lupinetti  
Keith Mattner  
Paul Scholey  
Kelly Yoncak-Sanchez

**Transportation Aide**

Nadine Erwin  
Catherine Franks  
Sandrea Medford  
Kathleen McClellan  
Jill Odell  
Laura Patterson  
Marguerite Schulze



**DISTRICT/STATE/FEDERAL:**

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

- (a) **(WITHDRAWN) Architect Contract Amendment:** To approve an amendment to the contact with DiCara/Rubino Architects, AIA for Pre-Referendum Services Project #2202 in the amount of \$20,000.00 plus reimbursable expenses as outlined in the contract.
- (b) **Nonpublic Jointure:** To approve a contract with Southern Regional School District for nonpublic transportation for the 2016/2017 school year at the maximum rate of \$884 per student as follows:
  - All Saints Regional Catholic School
- (c) **Facilities Use Agreement:** To approve submission of the facilities use agreement to St. Francis Parish for the use of the swimming pool for the district's swim program for the 2016-17 school year.
- (d) **HIB School Self-Assessment for Determining Grades Under the Anti-Bullying Bill of Rights Act:** To approve the submission of the School Self-Assessment for Determining Grades under the *Anti-Bullying Bill of Rights Act* to the Department of Education for the Ethel Jacobsen School and the Long Beach Island Grade School as presented.
- (e) **BioSafety Officers:** To appoint Sharon VonGorski, LBI School Nurse and Bianca Aniski, EJ School Nurse, as the district's BioSafety Officers for the 2016-2017 school year.
- (f) **HIB Committee:** To approve the HIB (Harassment, Intimidation and Bullying) Committee for the 2016-17 school year as follows:

**District Coordinator**  
Julie Oldham

**Committee Members**

Rick Kappy	Lisa Boyd	Sharon VonGorski
Julia Townsend	Peter Kopack	Frank Birney

- (g) **ScIP Committee:** To approve the Long Beach Island School District ScIP Committee (School Improvement Panel) for the 2016-17 school year as follows:

**District Coordinator**  
Patti Gerety

**Committee Members**

Peter Kopack	Cathy McBride	Sarah Esarey
Kelly Turner	Anne Einselen	Frank Birney

- (h) **DEAC Committee:** To approve the Long Beach Island School District DEAC (District Evaluation Advisory Committee) for the 2016-17 school year as follows:

**District Coordinator**

Patti Gerety

**Committee Members**

Peter Kopack

Cathy McBride

Sarah Esarey

Kelly Turner

Anne Einselen

Frank Birney

(i) **(WITHDRAWN) Professional Services Agreement:**

**RESOLUTION AUTHORIZING AGREEMENT FOR CERTAIN  
LEGAL SERVICES ADOPTED BY THE BOARD OF EDUCATION OF  
THE LONG BEACH ISLAND CONSOLIDATED SCHOOL DISTRICT  
IN THE COUNTY OF OCEAN**

**WHEREAS**, there exists a need for specialized legal services in connection with the capital program and the authorization and the issuance of obligations of The Board Of Education of The Long Beach Island Consolidated School District in the County of Ocean, (the "Board"), a body corporate of the State of New Jersey, including the review of such procedures and the rendering of approving legal opinions acceptable to the financial community; and

**WHEREAS**, such special legal services can be provided only by a recognized Bond Counsel firm, and the firm of McManimon, Scotland & Baumann, LLC, Roseland, New Jersey is so recognized by the financial community; and

**WHEREAS**, funds are or will be available for this purpose;

**BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE LONG BEACH ISLAND  
CONSOLIDATED SCHOOL DISTRICT IN THE COUNTY OF OCEAN AS FOLLOWS:**

1. The law firm of McManimon, Scotland & Baumann, LLC, Roseland, New Jersey is hereby retained to provide specialized legal services necessary in connection with the capital program and the authorization and the issuance of obligations of the Board in accordance with an Agreement dated as of April 19, 2016 and submitted to the Board (the "Contract").
2. The Contract is awarded without competitive bidding as a "Professional Service" in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-5(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession.
3. A copy of this resolution as well as the Contract shall be placed on file with the Secretary of the Board.
4. A notice in accordance with the Public School Contracts Law of New Jersey in the form attached hereto shall be published in *The Press of Atlantic City*.



- (j) **(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.
- (k) **Digital Storage:** To approve a proposal from Accu Scan Digital Archival Solutions (NJ State Approved Co-op #65MCESCCPS RFP#MRESC 12/13-22 Bid Term: 7/1/12 – 2015 Extended to 6/30/17) in the amount of \$6,415.28 for scanning and digital storage of personnel records for the Long Beach Island School District.
- (l) **Stronge Leader Performance Evaluation System:** To approve a subscription agreement with Stronge and Associates Educational Consulting, LLC for use of Stronge Leadership Evaluation System resources for the 2016/17 school year in the amount of \$150.
- (m) **Stewardship Project:** To approve a request for funding/stipend from Cathy McBride in the amount of \$150 from the NOAA/Jacques Cousteau National Estuarine Research Reserve for a stewardship project focused on marine debris in our watershed.
- (n) **Classroom Pet Grant:** To approve the application of a classroom pet (fish) grant from Karen Beetel from petsintheclassroom.org. The grant will award coupons to cover the cost of the pet, equipment, and supplies.
- (o) **District Goals:** To approve District Goals for the Long Beach Island School District for the 2016-17 school year as follows:

**DISTRICT:**

1. Maintain a safe and secure learning environment, including physical security, facility safety and reducing discipline referrals through various school-based character education and positive behavior programs/initiatives.
2. To utilize best practices, academic research, and professional development to provide students and staff members the resources, training, and materials required for optimum teaching and learning in a safe and healthy environment. Increase opportunities for teachers and staff to participate in relevant and meaningful professional opportunities that are driven by district and individual needs.
3. Incorporate Google and digital learning applications to promote collaborative learning styles among staff, students and parents to improve student achievement by integrating 21st century skills in our classrooms to make instruction more engaging, meaningful and relevant to the lives of our students. Implementation of the one to one technology initiative for students in grades 5 and 6 through the use of Chromebooks and digital learning initiatives.

- (p) **Additional Services:** To approve additional services under the DiCara/Rubino contract as follows:

	<b>Consultant</b>	<b>DiCara/Rubino</b>	<b>Total</b>
<b>RJB Environmental:</b> Supplementary assessment of asbestos containing material	\$1,500	\$1,000	\$2,500

	<b>Consultant Fee</b>	<b>DiCara/Rubino</b>	<b>Total</b>
<b>French and Parrello Associates:</b> Topo Survey & Boundary	\$17,500	\$3,500	\$21,000
<b>French and Parrello Associates:</b> Preliminary Civil Investigation	\$4,000	\$800	\$4,800
<b>French and Parrello Associates:</b> Geotechnical/Soils	\$6,000	\$1,200	\$7,200
<b>(WITHDRAWN) Laura Bishop:</b> Communication Services	\$18,000	\$1,000	\$19,000

**(ADDENDUM ITEM)**

- (q) **Bus Vehicle Maintenance Bid Specifications:** RESOLVED, that the Board of Education of the Long Beach Island Consolidated School District authorizes the Business Administrator to prepare, advertise, and receive bids for school bus vehicle maintenance for the district for the 2016-2017 year.

Upon a roll call vote, the motion carried: 7 ayes items b-h and k-q

**SPECIAL EDUCATION:**

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

- (a) **Alternate Method of Compliance:** To approve an alternate method of compliance in accordance with N.J.A.C. 6A:26-6.3 (h) 4ii and iii by providing toilet rooms adjacent to or outside the classroom in lieu of individual toilet rooms in each classroom at the Ethel Jacobsen School.
- (b) **Special Education Services:** To approve the following contracts for special education services for the 2016/2017 school year:
- Occupational Therapy, Wendy Warner, \$75/hr.
  - Physical Therapy, Michelle Fontana, \$45/hour
  - Learning Disabilities Teacher-Consultant (LDT-C), Valerie Cericola (V&C Educational Consultants, LLC), \$420/day, \$60/hr. not to exceed \$16,800
  - School Psychologist, Amanda Rizzuto (AR Educational Consultation, LLC), \$320/day, \$45.72/hr. not to exceed \$58,600
  - Physical Therapy, Cynthia Smorto (Bay Physical Therapy), \$80/hour.

Upon a roll call vote, the motion carried: 7 ayes

**MISCELLANEOUS ITEMS:**

A motion was made by Marilyn Wasilewski, seconded by Georgene Hartmann to approve the following items:

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

**Employee(s):** Megan Gally/Kathy Sheplin  
**Conference:** A Review of the Open Public Records Act (OPRA) and Records Retention  
**Location:** Trenton  
**Date:** August 17, 2016  
**Rationale:** To gain information and updates on requirements of OPRA and records management.  
**Cost:** Mileage

**Employee(s):** Julie Oldham/Jackie Ramilo/Kelly Turner  
**Conference:** Response to Intervention – Implementing RTI in the K-8 Classroom  
**Location:** SRI & ETTC, Galloway  
**Date:** October 4, 2016  
**Rationale:** To gain information on the core principles of RTI to provide services and interventions to students who have learning, behavior, or other challenges.  
**Cost:** 7 ETTC hours each and mileage

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

- Southern Ocean County Chamber of Commerce, 5 School buses, LBI Chowderfest, October 2, 2016, from 9:30 a.m. to 6:30 p.m. The Chamber of Commerce will be responsible for the cost of gas, drivers, and any bus repair and/or maintenance.

**ADDENDUM ITEMS:**

**Employee(s):** Frank Birney  
**Conference:** Fall 2016 NJ APA Administrator Training  
**Location:** Mt. Laurel  
**Date:** September 16, 2016  
**Rationale:** To gain information on alternative testing for special education.  
**Cost:** Mileage

**Employee(s):** Megan Gally/Peter Kopack/Colette Southwick  
**Conference:** New Jersey School Boards Association Workshop 2016  
**Location:** Atlantic City  
**Date:** October 25-27, 2016  
**Rationale:** To attend annual workshop and trainings as required to fulfill SBA training requirements.  
**Cost:** \$275 registration and mileage

Upon a roll call vote, the motion carried: 7 ayes

- (c) **Lunch Prices:** Attached are Sodexo School Services lunch prices for the 2016/2017 school year.
- (d) **Harassment, Intimidation, and Bullying (HIB):** No report.
- (e) **Principal's Report:** Mr. Birney thanked the custodians for their hard work over the summer and in preparation for the opening of school. He also thanked Mrs. Oldham and Mrs. Yates for help with substitute trainings.
- (f) **School Bus Inspections:** School bus inspections were conducted on July 29, 2016.
- (g) **Dates to Remember:**
  - September 7: School Begins
  - September 15: EJ Back-to-School Night
  - September 21: LBI Back-to-School Night

**Public Comment:**

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

- Deadline for resolutions from towns
- Choice

Steve Moser, Ship Bottom, commented, asked questions, about the following:

- Shared Services

**Board Resolution:**

A motion was made by Allyn Kain, seconded by Georgene Hartmann to approve the following:

**RESOLUTION:** Resolved that the Board of Education will open its next scheduled meeting on September 20, 2016, in Executive Session and will suspend opening activities, including the Pledge of Allegiance and reading of Adequate Notice of Meeting, until the Board opens in Public Session at 7 p.m.

All in favor.

At 9:33 p.m., a motion was made by Allyn Kain, seconded by Marilyn Wasilewski to return to Executive Session for Attorney/Client Privilege. No action will be taken. All in favor.

At 9:39 p.m., a motion was made by Allyn Kain and seconded by Bonnie Picaro to adjourn. All in favor.

Respectfully submitted,



Kathy Sheplin, Assistant Board Secretary