

**ISLAND HEIGHTS BOARD OF EDUCATION**  
**ISLAND HEIGHTS, NEW JERSEY**  
**REGULAR MEETING, WEDNESDAY, JAN 10, 2024**

**6:15 p.m.**

*AGENDA*

1. CALL TO ORDER - FLAG SALUTE
2. ROLL CALL
3. PUBLIC ANNOUNCEMENT - OPEN PUBLIC MEETINGS ACT

MEMBERS OF THE PUBLIC MAY DISCUSS AN AGENDA ITEM AT THIS TIME.  
NEW BUSINESS MAY BE DISCUSSED DURING PRIVILEGE OF THE FLOOR. PLEASE  
STATE YOUR NAME FOR THE RECORD.

4. PRESENTATION SCHOOL BOARD RECOGNITION MONTH
5. ACKNOWLEDGE FRANK FRAZEE RETIREMENT
6. APPROVE MINUTES

RESOLVED, THAT THE BOARD OF EDUCATION APPROVE THE MINUTES OF THE  
FOLLOWING MEETING:

December 6, 2023 – Regular Meeting  
January 3, 2024 – Reorganization Meeting

7. APPROVE PAYMENT OF BILLS

RESOLVED, THAT THE BOARD OF EDUCATION APPROVE THE PAYMENT OF BILLS  
JANUARY 1, 2024 THROUGH JANUARY 31, 2024, AS FOLLOWS:

CURRENT ACCOUNT \$328,640.50

LUNCH ACCOUNT            1,503.16

8. APPROVE FINANCIAL REPORTS

RESOLVED THAT THE BOARD OF EDUCATION APPROVE THE FINANCIAL REPORTS  
OF THE BOARD SECRETARY AND THE TREASURER OF SCHOOL MONEY, FOR THE  
MONTH OF NOVEMBER 30, 2023, WHICH ARE IN AGREEMENT.

9. **APPROVE BOARD SECRETARY'S CERTIFICATION OF NO OVER EXPENDITURES**

PURSUANT TO N.J.A.C. 6A:23-2.11@3 I, FRANK J. FRAZEE, SCHOOL BUSINESS ADMINISTRATOR, CERTIFY THAT AS OF JANUARY 6, 2024, NO BUDGETARY LINE ITEM ACCOUNT HAS OBLIGATIONS AND PAYMENTS (CONTRACTED ORDER) WHICH IN TOTAL EXCEED THE AMOUNT APPROPRIATED BY THE DISTRICT BOARD OF EDUCATION PURSUANT TO N.J.S.A. 18A:22-8.1, THAT THE DISTRICT FINANCIAL ACCOUNTS HAVE BEEN RECONCILED AND ARE IN BALANCE.

10. **APPROVE BOARD OF EDUCATION'S MONTHLY CERTIFICATION**

THROUGH THE ADOPTION OF THIS RESOLUTION, WE THE ISLAND HEIGHTS BOARD OF EDUCATION, PURSUANT TO NJAC 6A22-2.11 (C) 4, CERTIFY THAT AS OF JANUARY 6, 2024 AFTER REVIEW OF THE SECRETARY'S MONTHLY FINANCIAL REPORT (APPROPRIATIONS SECTION) AND UPON CONSULTATION WITH THE BUSINESS ADMINISTRATOR AND OTHER APPROPRIATE DISTRICT OFFICIALS, THAT TO THE BEST OF OUR KNOWLEDGE, NO MAJOR ACCOUNT OR FUND HAS BEEN OVEREXTENDED IN VIOLATION OF NJAC 6A:22-2.11(C)4 1-vi AND THAT SUFFICIENT FUNDS ARE AVAILABLE TO MEET THE DISTRICT'S FINANCIAL OBLIGATIONS FOR THE REMAINDER OF THE FISCAL YEAR.

11. **COMMITTEE REPORTS**

12. **PRINCIPAL'S REPORT**

13. **REPORT AND RECOMMENDATION OF THE SUPERINTENDENT OF SCHOOLS**

Attached

14. **ANNOUNCEMENTS**

Thursday, February 15, 2024 – Regular Meeting 6:15 pm

15. **UNFINISHED/NEW BUSINESS**

16. **PRIVILEGE OF FLOOR**

17. **MEETING ADJOURNED**

## SUPERINTENDENT'S RECOMMENDATIONS

1. MONTHLY REPORT: HARASSMENT, INTIMIDATION & BULLYING INCIDENCES

Number of Incidences: Zero

2. RECOMMENDATION TO APPROVE THE SECURITY & FIRE DRILLS FOR DECEMBER 2023

RESOLVED, That the Board of Education approve the security drills and fire drills for December 2023.

3. RECOMMENDATION TO ACCEPT NJ HIGH IMPACT TUTORING GRANT #E2400383 IN THE AMOUNT OF \$28,000.

RESOLVED, That the Board of Education accept NJ High Impact Tutoring Grant #E2400383 in the amount of \$28,000.

4. RECOMMENDATION TO APPROVE USE OF FACILITIES FOR OCYMCA FOR THE 2024 YKIDS BEFORE AND AFTER SCHOOL PROGRAM

RESOLVED, That the Board of Education approve Use of Facilities for OCYMCA for the 2024 YKIDS before and after school program with anticipated start date of January 29, 2024. (See attached form).

5. RECOMMENDATION TO APPROVE THE FOLLOWING WORKSHOPS FOR THE FOLLOWING STAFF MEMBERS

RESOLVED, That the Board of Education approve the following workshops for the following staff members.

- Kelly Torres to attend "The Science of Reading" on February 7, 2024 from 9:00 am-12:00pm at SRI & ETTC Rooms 107-109, 10 W. Jimmie Lees Road, Galloway, NJ at no cost just our ETTC hours, mileage not to exceed \$29.41.
- Stephanie Kitzmiller and Giana Crosby to attend Best Practices for Paraprofessionals on February 13, 2024 from 9:00-3:00 at SRI & ETTC 10 W. Jimmie Lees Road, Galloway, NJ at no cost just ETTC hours mileage not to exceed \$29.41.

6. RECOMMENDATION TO ACCEPT GENEROUS DONATION OF WALKIE TALKIES FROM ISLAND HEIGHTS POLICE DEPT AND DOUG PLATT

RESOLVED, That the Board of Education accept generous donation of walkie talkies (6) and a charging station and an additional stand alone station as well as clips from the Island Heights Police Dept. and Doug Platt.

7. RECOGNIZE THE RETIREMENT OF FRANK FRAZEE

WHEREAS, Frank J. Frazee has been School Business Administrator for the Island Heights Board of Education of the Island Heights Grade School in the County of Ocean from October 1, 2005 until January 31, 2024, and

WHEREAS, the said Frank J. Frazee has been a faithful and loyal employee of this Board of Education, and

WHEREAS, the said Frank J. Frazee shows enthusiasm, innovativeness and genuine concerns for the education of students, staff and district has been exemplary, and has earned his the reputation of an excellent, highly professional employee,

NOW THEREFORE, be it resolved that said Board of Education extend to Frank J. Frazee its best wishes for his happiness and good health in his retirement, and

Be it further resolved, that a copy of this resolution be spread upon the minutes of the Board of Education of Island Heights Grade School in the County of Ocean.

8. RECOMMENDATION TO APPROVE STEVE CORSO AS INTERIM BUSINESS ADMINISTRATOR FROM FEBRUARY 1, 2024 – JUNE 30, 2024 AT A RATE OF \$750 PER DIEM

RESOLVED, That the Board of Education approve Steven Corso as interim business administrator from February 1, 2024 – June 30, 2024 at a rate of \$750 per diem.

ADDENDUM  
JANUARY 10, 2024

1. RECOMMENDATION TO APPROVE THE FOLLOWING TEACHERS FOR THE HIGH IMPACT TUTORING GRANT FOR THE 3<sup>RD</sup> & 4<sup>TH</sup> GRADES FROM JANUARY-JUNE 2024

RESOLVED, That the Board of Education approve the following teachers for the High Impact Tutoring Grant for the 3<sup>rd</sup> & 4<sup>th</sup> grades from January 2024-June 2024.

- Kelly Torres 3hours a week not to exceed \$2,385
- Michael Bruner 3 hours a week not to exceed \$2,385
- Evan Gingrich 3 hours a week not to exceed \$2,385
- Lori Romano 3 hours a week not to exceed \$2,385
- Michele LeBlanc 3 hours a week not to exceed \$2,385
- Brooke Nelson 3 hours a week not to exceed \$2,385
- Becky Connell 3 hours a week not to exceed \$2,385

2. RECOMMENDATION TO ACCEPT FRANK FRAZEE'S RETIREMENT LETTER

RESOLVED, That the Board of Education accept Frank Frazee's Retirement Letter effective January 31, 2024.

ADDENDUM 2  
JANUARY 10, 2024

1. RECOMMENDATION TO APPROVE SUBMISSION OF A WAIVER REQUEST TO THE EXECUTIVE COUNTY SUPERINTENDENT REQUESTING RELIEF RELATED TO THE MINIMUM SQUARE FOOTAGE REQUIREMENTS FOR PRESCHOOL CLASSROOM.

RESOLVED, That the Board of Education approve submission of waiver request for an additional Preschool Classroom reducing the square footage space total.