

**ISLAND HEIGHTS BOARD OF EDUCATION
ISLAND HEIGHTS, NEW JERSEY
REGULAR MEETING, JUNE 15, 2016 AT 6:15 P.M.**

M I N U T E S

MINUTES OF THE REGULAR MEETING AND WORKSHOP of the Board of Education of the Borough of Island Heights, County of Ocean, State of New Jersey held on Wednesday, June 15, 2016.

The meeting was called to order at 6:15 p.m. by Kate Frankovich, President in the Island Heights Grade School large group room. The President led the group in the flag salute.

MEMBER PRESENT: Karl Ciak, Maureen DeSanto, Melissa Drew, Kate Frankovich, and Courtney Parks

MEMBERS ABSENT: Laura Batyr and Matt Tsucalas

ALSO PRESENT: Tim Rehm, Superintendent, Frank Frazee, Business Administrator and Lil Brendel, Board Secretary.

OPEN PUBLIC MEETINGS ACT

In compliance with the Open Public Meetings Act of the State of New Jersey, adequate notice of this meeting of the Board of Education was provided in the following manner:

On January 8, 2016 advance written notice of this meeting was delivered to the Asbury Park Press and posted at the Island Heights Grade School. The meeting notice was published in the Asbury Park Press on January 11, 2016.

Upon motion of Mr. Ciak seconded by Mrs. DeSanto the following resolution was approved:

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Island Heights Board of Education to be held in public, N.J.S.A. 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in "Executive Session," i.e. without the public being permitted to attend, and

WHEREAS, the Island Heights Board of Education has determined that an issue permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance shall be discussed during an Executive Session to be held on June 15, 2016 at 6:15 P.M, and

WHEREAS, the specific exception pursuant to N.J.S.A. 10:4-12(b)(7) being invoked is the litigation exception, and

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of the Borough of Island Heights, in the county of Ocean, State of NJ, as follows:

The public shall be excluded from discussion and actions upon the hereinafter specified subject matter(s):

1) Personnel

BE IT FURTHER RESOLVED, The subject matters will be made public, if and when, confidentiality is no longer necessary. Action may be taken.

BE IT FURTHER RESOLVED, that the Board secretary, on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.

This resolution shall become effective immediately.

ROLL CALL:

AYES: Mr. Ciak, Mrs. DeSanto, Mrs. Drew, Mrs. Frankovich, and Mrs. Parks

The board meeting resumed session at 6:50 p.m.

REGULAR MEETING

Upon motion of Mr. Ciak seconded by Mrs. Drew the following resolutions were approved:

BOARD SECRETARY REPORTS

APPROVE MINUTES

RESOLVED, That the Board of Education approve the minutes of the following meetings:

May 11, 2016 Regular Meeting & Closed Session
June 1, 2016 Special Meeting Roof Bid Award

APPROVE PAYMENT OF BILLS

RESOLVED, That the Board of Education approve the payment of bills for the period June 1, 2016 through June 21, 2016 as follows:

Current Account \$209,904.70

APPROVE FINANCIAL REPORTS

RESOLVED, That the Board of Education approve the Financial Reports of the Business Administrator and the Treasurer of School Money for the month of April 30, 2016, which are in agreement.

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 June 10, 2016, 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.

APPROVE BOARD OF EDUCATION'S MONTHLY CERTIFICATION

Through the adoption of this resolution, we the Island Heights Board of Education, pursuant to NJAC 6A:22-2.11(c)4, certify that as of June 10, 2016 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 I-VI and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

ROLL CALL:

AYES: Mr. Ciak, Mrs. DeSanto, Mrs. Drew, Mrs. Frankovich, and Mrs. Parks

COMMITTEE REPORTS: The curriculum committee met and has great ideas concerning the STEAM program and will work collaboratively with Mr. Rehm for the next school year.

Mrs. Drew stated that she was able to get online to our policies and will work together with committee to look to see if we want to add any additional policies.

Upon motion of Mr. Ciak seconded by Mrs. Drew the following resolutions were approved:

Mr. Rehm and Mrs. Frankovich and the Board of Education recognized the retirement of Mrs. Templeton. Mr. Rehm presented Mrs. Templeton with a plaque and flowers and a board resolution.

WHEREAS, Lynn Templeton has been teacher for the Island Heights Board of Education of the Island Heights Grade School in the County of Ocean from September 1, 1990 until June 30, 2016, and

WHEREAS, the said Lynn Templeton has been a faithful and loyal employee of this Board of Education, and

WHEREAS, the said Lynn Templeton's enthusiasm, innovativeness and genuine concerns for the education of students has been exemplary, and has earned her the reputation of an excellent highly professional teacher,

NOW THEREFORE, be it resolved that said Board of Education extend to Lynn Templeton its best wishes for her happiness and good health in her 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.

SUPERINTENDENT'S RECOMMENDATIONS

APPROVE SALARY RESOLUTIONS

RESOLVED, That the Board of Education approve the salary resolutions as presented for the 2016-17 school year.

APPROVE PAYMENT FOR UNUSED SICK AND PERSONAL TIME

RESOLVED, That the Board of Education authorize the Board Secretary to make payment for unused sick and personal time in accordance with the provisions of the contracts.

APPROVE PETTY CASH FUND

RESOLVED, That the Board of Education approve a petty cash fund for the 2016-17 school year in the amount of \$350.00.

APPROVE GENERAL FUND AND DEBT SERVICES TAXES FOR THE 2016-17 SCHOOL YEAR

CURRENT EXPENSE	DUE DATE	AMOUNT
	July 6, 2016	\$156,305
	August 3, 2016	156,308
	September 7, 2016	156,308
	October 5, 2016	156,308
	November 2, 2016	156,308
	December 7, 2016	156,308
	January 4, 2017	156,308
	February 1, 2017	156,308
	March 1, 2017	156,308
	April 5, 2017	156,308
	May 3, 2017	156,308
	June 7, 2017	156,308
		\$1,875,704
DEBT SERVICE		
	October 5, 2016	\$68,402
	April 5, 2017	7,201

APPROVE NECESSARY TRANSFERS AND PAYMENT OF BILLS IN THE 2015-16 BUDGET

RESOLVED, That the Board of Education authorize the Board Secretary, with the approval of the Superintendent to make any transfers necessary between June 22 and June 30, 2016. The transfers and bills list will be approved at the July 2016 board meeting.

APPROVE INTERLOCAL AGREEMENT WITH CENTRAL REGIONAL SCHOOL DISTRICT FOR THE 2016-2017 SCHOOL YEAR

RESOLVED, That the Board of Education approve interlocal agreement with Central Regional District for the 2016-17 school year at a cost of \$2.50 per lunch.

MONTHLY REPORT: HARASSMENT, INTIMIDATION & BULLYING INCIDENCES

- Number of Incidences: Zero

APPROVE THE SECURITY & FIRE DRILLS FOR MAY & JUNE 2016

RESOLVED, That the Board of Education approve the fire and security drills for May & June 2016.

APPROVE BROWN & BROWN

RESOLVED, That the Board approve Brown & Brown for renewal of dental and vision rates for the 16-17 school year as follows:

Dental per month

Single	\$ 56.84
Parent/Child	112.78
Employee Spouse	112.78
Family	169.66

Vision per month 10.52

APPROVE ON-TECH CONSULTING FOR THE 2016-17 SCHOOL YEAR

RESOLVED, That the Board of Education approve On-Tech Consulting as our e-rate vendor for the 2016-17 school year.

APPROVE TREASURER

RESOLVED, That the Board of Education appoint Jayne Tompkins as Treasurer of School Money for the year 2016-17 at a rate of \$1,837.00 for the year.

APPROVE ATTENDANCE OFFICER

RESOLVED, That the Board of Education approve Cheryl Thomas as Attendance Officer for the Island Heights School District for the 2016-17 school year at a rate of \$700.00.

APPROVE THE FOLLOWING TUITION FOR R.D FOR ESY PROGRAM

RESOLVED, That the Board of Education approve R. D. to attend Berkeley Twp. ESY program from July 6-Aug 9, 2016 at a cost of \$2,500.00

APPROVE THE FOLLOWING TUITION FOR D.C, A.D, AND B.O. FOR ESY PROGRAM

RESOLVED, That the Board of Education approve D.C, A.D. at a cost of \$1,105.00 each and B.O. for ESY program at a cost of \$1,767.00.

ROLL CALL:

AYES: Mr. Ciak, Mrs. DeSanto, Mrs. Drew, Mrs. Frankovich, and Mrs. Parks

Upon motion of Mr. Ciak seconded by Mrs. Drew the following resolution was approved:

APPROVE THE FOLLOWING TUITION FOR J.S.. FOR THE ESY PROGRAM PERFORMED BY ERIN FALLON

RESOLVED, That the Board of Education approve J.S. for ESY program at a cost of \$40.00 per hour performed by Erin Fallon as per IEP.

ROLL CALL:

AYES: Mr. Ciak, Mrs. Drew, Mrs. Frankovich, and Mrs. Parks

RECUSE: Mrs. DeSanto

Upon motion of Mr. Ciak seconded by Mrs. Drew the following resolution was approved:

APPROVE JACQUELINE SAIVES AS WORLD LANGUAGE TEACHER FOR THE 2016-17 SCHOOL YEAR

RESOLVED, That the Board of Education approve Jacqueline Saives as world language teacher for the 2016-17 school year at a cost of \$9,604.00 one days a week Step 8.

APPROVE BETH SMUTZ AS SECRETARY

RESOLVED, That the Board of Education approve Beth Smutz as secretary from July 19, 2016 through August 11, 2016 at a cost of \$750.00 for three days a week three hours a day.

APPROVE NON-TUITION NON-CHOICE STUDENTS FOR THE 2016-17 SCHOOL YEAR

RESOLVED, That the Board of Education approve N.B, J.O. T.B., C.B., S.S, A.P., D..S., D.L and E.M. as non-tuition, non-choice students for the 2016-17 school year.

ROLL CALL:

AYES: Mr. Ciak, Mrs. DeSanto, Mrs. Drew, Mrs. Frankovich, and Mrs. Parks

Upon motion of Mr. Ciak seconded by Mrs. DeSanto the following resolutions were approved:

APPROVE INSURANCE FOR THE 7/1/16-6/30/17 POLICY TERM

RESOLVED, That the Board of Education approve New Jersey School Boards Insurance Group through CBIZ Insurance Agency dba CBIZ Centric to provide the insurance package that includes Property, General Liability, Automobile (Hired & non-owner), Electronic Data Processing, DIC Flood/Earthquake, Crime (Public Employees), Boiler Machinery, School Leaders, Excess Liability and Workmen's Compensation for a total cost of \$38,818.

APPROVE THE FOLLOWING CLASS TRIP

6th grade to attend Princeton Art Museum on June 8, 2016 with Conrad Cote at no cost transportation only.

ACCEPT THE RESIGNATION LETTER OF MRS. PRIOR

RESOLVED, That the Board of Education accept the resignation of Mrs. Prior.

ALLOW THE BUSINESS ADMINISTRATOR TO PURSUE TECHNOLOGY & TELEPHONE SOLUTIONS FOR THE 2015-16 SCHOOL YEAR AND MAINTENANCE RESERVE

RESOLVED, That the Board of Education allow the business administrator to pursue technology and telephone solutions for the 2015-16 school year. The phone system to be purchased via NJ State Contract.

APPROVE CONTRACT FOR FRANK FRAZEE AS SCHOOL BUSINESS ADMINISTRATOR

RESOLVED, That the Board of Education approve Frank Frazee as School Business Administrator for the 2016-17 school year.

AUTHORIZE THE BUSINESS ADMINISTRATOR TO TRANSFER MONIES INTO MAINTENANCE RESERVE

RESOLVED, That the Board of Education authorize the Business Administrator to transfer monies into Maintenance to keep the balance below \$250,000 for the 2015-16 school year.

ROLL CALL:

AYES: Mr. Ciak, Mrs. DeSanto, Mrs. Drew, Mrs. Frankovich, and Mrs. Parks

Announcements

Wednesday, July 13, 2016 – Regular Meeting 6:15 p.m.

The meeting was adjourned at 7 09 p.m.

Respectfully submitted:

Lil Brendel, Board Secretary

APPROVED: LB 7/13/16