

**ISLAND HEIGHTS BOARD OF EDUCATION
ISLAND HEIGHTS, NEW JERSEY
REGULAR MEETING, JUNE 12, 2013 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 12, 2013.

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

MEMBER PRESENT: Karl Ciak, Melissa Drew, Kevin Nelson, Courtney Parks and Matthew Tsucalas

MEMBERS ABSENT: Kate Frankovich and Christopher Urso

ALSO PRESENT: Loren Fuhring, 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 4, 2013 advance written notice of this meeting was delivered to the Asbury Park Press and posted at the Island Heights Post Office and Island Heights Grade School. The meeting notice was published in the Asbury Park Press on January 8, 2013.

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

On June 12, 2013 at 6:20 p.m. the Island Heights Board of Education will move into Executive Session for the purpose of discussing matters excluded from public discussion/deliberation, including but not limited to confidential student information, personnel matters, contracts and litigation.

WHEREAS, Section 8 of the Open Public Meetings Act, NJSA 10:4-12 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances exist;

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 subject matters will be made public, if and when, confidentiality is no longer necessary. Action may be taken.

ROLL CALL:

AYES: Mr. Ciak, Mrs. Drew, Mr. Nelson, Mrs. Parks and Mr. Tsucalas

The board meeting resumed session at 6:40 p.m.

REGULAR MEETING

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

BOARD SECRETARY REPORTS

APPROVE MINUTES

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

May 15, 2013 Regular Meeting & Closed Session

ROLL CALL:

AYES: Mr. Ciak, Mrs. Drew, Mr. Nelson and Mr. Tsucalas

ABSTAIN: Mrs. Parks

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

APPROVE PAYMENT OF BILLS

RESOLVED, That the Board of Education approve the payment of bills for the period May 11, 2013 through June 7, 2013 as follows:

Current Account	\$200,279.38
Lunch Account	1,064.95

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, 2013, 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 7, 2013, 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.

ROLL CALL:

AYES: Mr. Ciak, Mrs. Drew, Mr. Nelson, Mrs. Parks and Mr. Tsucalas

Upon motion of Mr. Tsucalas seconded by Mr. Nelson the following resolution was approved:

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 7, 2013 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. Drew, Mr. Nelson, Mrs. Parks and Mr. Tsucalas

COMMITTEE REPORTS:

Policy – Mrs. Drew stated that we would be approving first reading of mandated policies presented by Strauss Esmay.

Mr Tsucalas reported that he was checking with Point Pleasant Boro as to how they started a hall of fame in their school district. He will have more information to follow, when he receives it.

Mrs. Fuhring wanted to thank Mrs. Frankovich for thinking of the teachers as we received a donation of a refrigerator from Mr. Frank Sadgehi.

SUPERINTENDENT'S RECOMMENDATIONS

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

APPROVE SALARY RESOLUTIONS

RESOLVED, That the Board of Education approve the salary resolutions as presented for the 2013-14 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 2013-14 school year in the amount of \$350.00.

APPROVE GENERAL FUND AND DEBT SERVICES TAXES FOR THE 2013-14 SCHOOL YEAR

CURRENT EXPENSE	DUE DATE	AMOUNT
	July 3, 2013	\$145,109
	August 7, 2013	145,106
	September 4, 2013	145,106
	October 2, 2013	145,106
	November 6, 2013	145,106
	December 4, 2013	145,106
	January 2, 2014	145,106
	February 5, 2014	145,106
	March 5, 2014	145,106
	April 2, 2014	145,106
	May 7, 2014	145,106
	June 4, 2014	145,106
		\$1,741,275
DEBT SERVICE		
	October 2, 2013	\$71,852
	April 2, 2014	10,726

APPROVE NECESSARY TRANSFERS AND PAYMENT OF BILLS IN THE 2012-13 BUDGET

RESOLVED, That the Board of Education authorize the Board Secretary, with the approval of the Superintendent to make any transfers necessary between June 15 and June 30, 2013. The transfers and bills list will be approved at the July 2013 board meeting.

APPROVE THE 6TH GRADE TRIP TO GREAT ADVENTURE

RESOLVED, That the Board of Education approve the 6th grade trip to Great Adventure with DARE at no cost to the district, transportation only.

ROLL CALL:

AYES: Mr. Ciak, Mrs. Drew, Mr. Nelson, Mrs. Parks and Mr. Tsucalas

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

APPROVE INTERLOCAL AGREEMENT WITH CENTRAL REGIONAL SCHOOL DISTRICT FOR THE 2013-2014 SCHOOL YEAR

RESOLVED, That the Board of Education approve interlocal agreement with Central Regional District for the 2013-14 school year at a cost of \$2.50 per lunch.

TO ENTER INTO AN INTERLOCAL AGREEMENT WITH BERKELEY TOWNSHIP FOR CUSTODIAL SERVICES

RESOLVED, That the Board of Education enter into an interlocal agreement with Berkeley Township School District for the 2013-14 school year at a rate of \$76,000.

TO ENTER INTO AN INTERLOCAL AGREEMENT WITH BERKELEY TOWNSHIP FOR CHILD STUDY TEAM SERVICES

RESOLVED, That the Board of Education enter into an interlocal agreement with Berkeley Township School District for the 2013-14 School Year at a rate of \$30,000.

APPROVE ESY FOR SPECIAL EDUCATION STUDENT

RESOLVED, That the Board of Education approve L.V. to attend Berkeley School District from July 8, 2013 to August 8, 2013 from 8:00 a.m. to 1:00 p.m. (Monday-Thursdays) at a cost of \$772.80 and transportation is \$858.80.

APPROVE GLORIA LEONARD AS PARAPROFESSIONAL FOR ESY FOR SPECIAL EDUCATION STUDENT

RESOLVED, That the Board of Education approve Gloria Leonard as paraprofessional for L.V. at a cost of \$750.00 at the Berkeley School District from July 8, 2013 to August 8, 2013 from 8:00 a.m. to 1:00 p.m.

ROLL CALL:

AYES: Mr. Ciak, Mrs. Drew, Mr. Nelson, Mrs. Parks and Mr. Tsucalas

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

APPROVE BROOKE BOREL FOR SUMMER STIPEND

RESOLVED, That the Board of Education approve Brooke Borel for summer stipend of \$1500.00 from July 2-August 23, 2013 for 2013-14 year planning, scheduling and PARCC preparation.

ROLL CALL:

AYES: Mr. Ciak, Mrs. Drew, Mr. Nelson and Mr. Tsucalas

NAYES: Mrs. Parks

Mrs. Parks asked for a list of what Mrs. Borel did for the summer stipend.

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

APPROVE THE MAINTENANCE AGREEMENT FOR SOFTWARE FOR THE 2013-2014 SCHOOL YEAR

RESOLVED, That the Board of Education approve the contract for software support with Morris Computer Systems LLC for the annual amount of \$1,500 and \$500 per month beginning July 1, 2013 – June 30, 2014.

MONTHLY REPORT: HARASSMENT, INTIMIDATION & BULLYING INCIDENCES

- Number of Incidences: Zero

APPROVE THE SECURITY & FIRE DRILLS FOR JUNE 2013

RESOLVED, That the Board of Education approve the fire and security drills for June 2013.

APPROVE THE FOLLOWING TUITION STUDENT FOR THE 2013-14 SCHOOL YEAR

RESOLVED, That the Board of Education approve P.T. for the 2013-14 school year.

ROLL CALL:

AYES: Mr. Ciak, Mrs. Drew, Mr. Nelson, Mrs. Parks and Mr. Tsucalas

Upon motion of Mr. Nelson seconded by Mr. Tsucalas the following resolutions were approved:

APPROVE BROWN & BROWN

RESOLVED, That the Board approve Brown & Brown for renewal of dental and vision rates for the 13-14 school year as follows:

Dental per month

Single	\$ 52.30
Parent/Child	103.80
Employee Spouse	103.80
Family	156.15

Vision per month 10.21

APPROVE COMPREHENSIVE EQUITY PLAN

RESOLVED, That the Board of Education approve the Comprehensive Equity Plan Annual Statement of Assurance for the 2013-14 School Year.

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APPROVE ON-TECH CONSULTING FOR THE 2013-14 SCHOOL YEAR

RESOLVED, That the Board of Education approve On-Tech Consulting as our e-rate vendor for the 2013-14 school year.

APPROVE BOARD ATTORNEY

RESOLVED, That the Board of Education approve Montenegro, Thompson, Montenegro & Genz as the Board Attorney 2013-14 school year.

APPROVE TREASURER

RESOLVED, That the Board of Education appoint Jayne Tompkins as Treasurer of School Money for the year 2013-14 at a rate of \$1,716.00 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 2013-14 school year at a rate of \$700.00

APPROVE ROBERT HULSART & COMPANY FOR THE 2012-13 AUDIT

RESOLVED, That the Board of Education approve Robert Hulsart & Company as our auditor for the 2012-13 school year.

APPROVE THE FOLLOWING POLICES

RESOLVED, That the Board of Education approve the first reading of the following mandated policies provided by Strauss Esmay.

- Introduction 1
- Introduction 2
- Policy 5117 Interdistrict Public School Choice (Revised)
- Policy 5120 Assignment of Pupils
- Policy 5300 Automated External Defibrillators
- Policy 5533 Pupil Smoking
- Policy 7434 Smoking in School Buildings and School Grounds

ROLL CALL:

AYES: Mr. Ciak, Mrs. Drew, Mr. Nelson, Mrs. Parks and Mr. Tsucalas

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

APPROVE MRS. PRIOR LETTER

RESOLVED, That the Board of Education approve Mrs. Prior letter for Federal Family Leave and NJ Family Leave with the intent to return on December 2, 2013.

CORRESPONDENCE:

Letter from State of NJ

APPROVE FRENCH & PARRELLO

RESOLVED, That the Board of Education approve French & Parrello for engineering services for the Island Heights School at a cost of \$800.00

ROLL CALL:

AYES: Mr. Ciak, Mrs. Drew, Mr. Nelson, Mrs. Parks and Mr. Tsucalas

Announcements

Wednesday, July 10, 2013 Regular Meeting – 6:15 p.m.

Privilege of the Floor – There was no public comment.

Upon motion of Mrs. Drew seconded by Mr. Tsucalas the meeting was adjourned at 6:55 pm.

Respectfully submitted:

Lil Brendel, Board Secretary

APPROVED: LB 7/10/13