

**ISLAND HEIGHTS BOARD OF EDUCATION
ISLAND HEIGHTS, NEW JERSEY
REORGANIZATION MEETING, MAY 4, 2011**

MINUTES

MINUTES OF THE REORGANIZATION MEETING of the Board of Education of the Borough of Island Heights, County of Ocean, State of New Jersey held on Wednesday, May 4, 2011.

The meeting was called to order at 6:10 pm by Mr. Frazee. Mr. Frazee led the group in the flag salute.

PUBLIC ANNOUNCEMENT

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 May 7, 2010 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 May 8, 2010.

**ISLAND HEIGHTS BOARD OF EDUCATION
ISLAND HEIGHTS, NEW JERSEY**

STATEMENT OF RESULTS

District No. 1 of the District School Election of Island Heights, County of Ocean, held on April 27, 2011 pursuant and in accordance with state law. The election was held at the Island Heights Borough Municipal Complex and the election was opened by the municipal clerk.

The polls were declared open at 2:00 pm and closed at 9:00 pm the results of the election as follows:

VOTES COUNTED FOR CANDIDATES (OFFICIAL)

<u>Three-Year Term</u>	<u>Total</u>
Douglas Camburn	174
Melissa Drew	146
Write In	8
<u>One-Year Term</u>	
Katharine B. Frankovich	12
Write In	9

VOTES COUNTED FOR BUDGET

YES	148
NO	104

Mr. Frazee administered the oath of office to Mr. Camburn, Mrs. Drew and Mrs. Frankovich.

MEMBERS PRESENT: Mr. Camburn, Mrs. Challoner, Mr. Ciak, Mrs. Drew, Mrs. Frankovich and Mrs. Parks

ALSO PRESENT: Loren Fuhring, Superintendent, Frank Frazee, Business Administrator and Lil Brendel, Board Secretary

ELECTION OF OFFICERS

Upon motion of Mr. Camburn seconded by Mrs. Drew, Karl Ciak was nominated for President. There were no other nominations. By roll call vote, Mr. Ciak was elected President.

Upon motion of Mr. Camburn, seconded by Mrs. Challoner, Courtney Parks was nominated for Vice President. There were no other nominations. By roll call vote, Mrs. Parks was elected Vice President.

APPOINTMENTS

Upon motion of Mr. Ciak, seconded by Mr. Camburn, the following appointments were approved:

1. **AUDITOR**

RESOLVED, That the Board of Education appoint Robert A. Hulsart and Company for the 2011-12 School Year as School Auditor at a fee of \$6,000.

2. **TREASURER OF SCHOOL MONEY**

RESOLVED, That the Board of Education appoint Jayne Tompkins as Treasurer of School Money for the year 2011-12 at a rate of \$1,650.00 for the year.

3. **SCHOOL PHYSICIAN**

RESOLVED, That the Board of Education appoint TBA as a physician of record for the Island Heights School District for the 2011-12 school year at a fee of TBA.

4. **ARCHITECT**

RESOLVED, That the Board of Education appoint The Gibson Tarquini Group as the School Architect for the 2011-12 School year.

5. **ATTENDANCE OFFICER**

RESOLVED, That the Board of Education appoint Cheryl Thomas as Attendance Officer for the Island Heights School District for the 2011-12 School Year at a fee of \$700.

6. **BOARD ATTORNEY**

RESOLVED, That the Board of Education approve Montenegro, Thompson, Montenegro & Genz as the Board Attorney for the 2011-12 School Year.

7. **ANNUAL MEETING NOTICE**

RESOLVED, That the Board of Education designate the 2nd Wednesday of Each Month as the Regular Meeting Nights, unless otherwise noted or advertised. Formal action will be taken. Meetings will be held at the Island Heights Grade School, 115 Summit Avenue, Island Heights at 7:00 p.m. and be it further resolved that the Board Secretary shall publish the Annual Meeting Notice as required by the Open Public Meetings Laws, P.L. 1975 Chapter 231.

REGULAR MEETINGS

May 11, 2011	January 11, 2012
June 15, 2011	February 8, 2012
July 13, 2011	March 7, 2012
August 10, 2011	April 4, 2012
September 7, 2011	April 17, 2012 (Election)
October 12, 2011	April 25, 2011(Reorganization)
November 16, 2011	
December 14, 2011	

8. OFFICIAL DEPOSITORIES

RESOLVED, That the Board of Education designate the following as Official Depositories of funds of the Island Heights School District for the 2011-12 School Year.

TD Bank

9. OFFICIAL NEWSPAPERS

RESOLVED, That the Board of Education designate the following newspaper to public matters of the Board of Education.

Asbury Park Press

10. BUSINESS ADMINISTRATOR/BOARD SECRETARY

RESOLVED, That the Board of Education appoint Frank Frazee and Lil Brendel for the 2011-12 School Year as Business Administrator and Board Secretary.

11. TUITION RATE

RESOLVED, That the Board of Education approve the annual tuition rate of \$3500 for the 2011-12 School Year and \$3100 for returning students.

12. AGENCY COMPLIANCE OFFICER

RESOLVED, That the Board of Education approve Loren Fuhring as Agency Compliance Officer for the 2011-12 School Year.

13. AFFIRMATIVE ACTION OFFICER

RESOLVED, That the Board of Education approve Judith Mekles as Affirmative Action Officer for the 2011-12 School Year.

14. 504 COMMITTEE COORDINATOR

RESOLVED, that the Board of Education approve Loren Fuhring as 504 Committee Coordinator for the 2011-12 school year.

15. PURCHASING AGENT

RESOLVED, That the Board of Education approve Frank Frazee as the purchasing agent for the 2011-12 School year.

16. CONTRACTS TO BID THRESHOLD AND SET QUOTE THRESHOLD

RESOLVED, That the Board of Education authorize Frank Frazee to award contracts up to bid threshold, and set quote threshold for the 2011-12 school year.

17. APPROVE ASBESTOS MANAGEMENT OFFICER

RESOLVED, That the Board of Education approve Lil Brendel as Asbestos Management Officer for the 2011-12 school year.

18. APPROVE INDOOR AIR QUALITY DESIGNEE

RESOLVED, That the Board of Education approve Lil Brendel as Indoor Air quality designee for the 2011-12 school year.

19. APPROVE SAFETY & HEALTH DESIGNEE

RESOLVED, That the Board of Education approve Judy Mekles as safety and health designee for the 2011-12 school year.

20. APPROVE INTEGRATED PEST MANAGEMENT COORDINATOR

RESOLVED, That the Board of Education approve Lil Brendel as the Integrated Pest Management Coordinator for the 2011-12 school year.

21. APPROVE RIGHT TO KNOW OFFICER

RESOLVED, That the Board of Education approve Lil Brendel as the Right to Know Officer for the 2011-12 School Year.

22. APPROVE CHEMICAL HYGIENE OFFICER

RESOLVED, That the Board of Education approve Judy Mekles as the Chemical Hygiene Officer for the 2011-12 School Year.

23. APPROVE TRAVEL LIMITATION

RESOLVED, That the Board of Education authorizes the spending of \$5,000 for travel for the districts staff and board members for the 2011-12 school year.

24. APPOINT CUSTODIAN OF RECORDS

RESOLVED, That the Board of Education appoint Lil Brendel as the Custodian of Records for the 2011-12 school year.

25. APPOINT AHERA COORDINATOR

RESOLVED, That the Board of Education appoint Lil Brendel as AHERA Coordinator for the 2011-12 school year.

26. ADOPT CODE OF ETHICS

RESOLVED, That the Board of Education adopt the code of ethics from NJ School Boards Association for the 2011-12 School Year.

27. APPROVE TAX SHELTER ANNUITY COMPANY

RESOLVED, That the Board of Education designate the following tax shelter annuity company for the 2011-12 school year.

AXA Equitable

28. APPROVE PAYMENT OF BILLS BETWEEN BOARD MEETINGS

RESOLVED, That the Board of Education approve payment of Bills between Board Meetings.

29. APPROVE PROCUREMENT OF GOODS AND SERVICES THROUGH STATE AGENCIES (STATE CONTRACTS)

RESOLVED, That the Board of Education approve Frank Frazee for procurement of goods and services through state agencies (state contracts).

30. PARLIAMENTARY PROCEDURES

RESOLVED, That the Board of Education adopt the policies of the board. Roberts Rules of Order Shall be Followed for the conduct of business.

RESOLVED, That the Board of Education adopt the school curriculum for the 2011-12 school year.

RESOLVED, That the Board of Education approve the chart of accounts as per GAAP for the 2011-12 School Year.

RESOLVED, That the Board of Education adopts the current board policies for the 2011-12 school year.

31. APPROVE INSURANCE BROKER

RESOLVED, That the Board of Education approve Centrix Insurance, Lee Nestel as broker of record for the 2011-12 school year.

Mr. Ciak asked the Board if they would fill out three committees that they wish to serve on and send them to him and we will appoint the committees at Wednesday's meeting.

ROLL CALL:

AYES: Mr. Camburn, Mrs. Challoner, Mr. Ciak, Mrs. Drew, and Mrs. Parks

ABSTAIN: Mrs. Frankovich

Upon motion of Mr. Ciak seconded by Mr. Camburn the meeting was adjourned at 6:30 p.m.

RESPECTFULLY SUBMITTED:

**LIL BRENDEL
BOARD SECRETARY
APPROVED: 5/11/11**