

**ISLAND HEIGHTS BOARD OF EDUCATION  
ISLAND HEIGHTS, NEW JERSEY  
REGULAR MEETING, DECEMBER 14, 2011 AT 7:00 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, December 14, 2011.**

The workshop meeting was called to order at 7:00 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:** Douglas Camburn, Karl Ciak, Melissa Drew and Kevin Nelson

**MEMBERS ABSENT:** Kate Frankovich and Courtney Parks

**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 May 5, 2011 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 9, 2011.

**WORKSHOP**

**REGULAR MEETING**

**BOARD SECRETARY REPORTS**

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

**APPROVE MINUTES**

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

November 16, 2011 – Regular Meeting & Closed Session

**ROLL CALL:**

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

**ABSTAIN:** Mr. Camburn

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

**APPROVE PAYMENT OF BILLS**

**RESOLVED,** That the Board of Education approve the payment of bills November 10, 2011 through December 9, 2011, as follows:

CURRENT ACCOUNT	\$178,477.93
LUNCH ACCOUNT	1,573.01

**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 October 31, 2011, 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 December 9, 2011, 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 December 9, 2011 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. Camburn, Mr. Ciak, Mrs. Drew and Mr. Nelson

**COMMITTEE REPORTS**

**Policy Committee – Mrs. Drew stated we will be approving the first reading of the mandated policy on Nutrition presented by Strauss Esmay.**

**Curriculum – Mrs. Fuhring reported we are still awaiting the Math Curriculums as soon as we receive we will have a meeting to choose the new math text. Mrs. Fuhring also reported that the Parent Survey and Student Survey results of the 5/6 model went out.**

**Finance Committee – Mr. Frazee stated we will have a finance meeting prior to the next board meeting regarding the upcoming budget.**

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

**SUPERINTENDENT'S RECOMMENDATIONS**

**MONTHLY REPORT: HARASSMENT, INTIMIDATION & BULLYING INCIDENCES**

**Number of Incidences: Zero**

**APPROVE THE FOLLOWING PROFESSIONAL WORKSHOPS**

**RESOLVED, That the Board of Education approve the following professional workshops:**

- Dawn Doherty to attend workshop on Working Successfully With the Difficult Young Child: Practical Strategies that Work on January 18, 2012 at the Mansion on Main Street in Cherry Hill, New Jersey at a cost of \$215.00 and mileage not to exceed \$31.00.
- Lil Brendel to attend Systems 3000, Eatontown, NJ end of year payroll training on December 5, 2011 at no cost mileage not to exceed \$ 21.60.

**APPROVE THE FOLLOWING MANDATED POLICIES**

**RESOLVED, That the Board of Education approve the first reading of the mandated policy as presented by Strauss Esmay Associates.**

- Policy 8505 School Nutrition

**APPROVE THE FOLLOWING CLASS TRIPS**

**RESOLVED, That the Board of Education approve the following class trips:**

- Grade 2 to attend Academy of Natural Sciences in Philadelphia, PA on May 16, 2012 at a cost of \$347.50 plus transportation
- Grade 6 to attend Rocking Horse Ranch, New Hyde Park, NY on May 30, 2012 – June 1, 2012.

**APPROVE BUDGET CALENDAR**

**RESOLVED**, That the Board of Education approve the 2012-13 budget calendar as follows:

- 1/11/12 Finance Committee meets to discuss the 2012-13 budget
- 1/20/12 All budget requests are due to board office
- 2/8/12 the Board of Education reviews the Budget
- 3/7/12 the Board of Education approves the Budget
- 3/28/12 the budget is submitted to the County Office

**APPROVE SUBMISSION OF NJ QSAC STATEMENT OF ASSURANCES FOR THE 2011-12 SCHOOL YEAR**

**RESOLVED**, That the Board of Education approve the submission of the NJ QSAC Statement of Assurances for the 2011-12 school year.

**REQUEST A WAIVER FOR SPECIAL EDUCATION MEDICAID INITIATIVE (SEMI) PROGRAM**

**RESOLVED**, That the Board of Education request a waiver for the Special Education Medicaid Initiative (SEMI) Program for the 2012-13 school year.

**ACCEPT RESIGNATION LETTER**

**RESOLVED**, That the Board of Education accept the resignation of Debra Challoner effective immediately with regret.

**Unfinished New Business**

Mr. Ciak recommended we restructure the committees since Mrs. Challoner has resigned. The new committees are as follows: Curriculum & Technological Committee: Courtney Parks, Chair Melissa Drew and Karl Ciak. Policy Committee: Melissa Drew, Chair Kevin Nelson and Kate Frankovich. Building & Grounds: Kevin Nelson, Chair Kate Frankovich and Doug Camburn Community Goals: Kevin Nelson, Chair Courtney Parks and Melissa Drew Personnel: Karl Ciak, Chair Doug Camburn and Melissa Drew Finance & Grants: Doug Camburn, Chair, Courtney Parks and Kate Frankovich

**Announcements**

Wednesday, January 11, 2012 – Regular & Workshop Meeting 7:00 p.m. Executive Session 6:15 p.m.

Upon motion of Mr. Ciak seconded by Mr. Camburn the meeting was adjourned at 7:10 p.m.

Respectfully Submitted:

Lil Brendel, Board Secretary  
Approved: LB 1/11/12