

**ISLAND HEIGHTS BOARD OF EDUCATION  
ISLAND HEIGHTS, NEW JERSEY  
REGULAR MEETING, JUNE 11, 2014 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 11, 2014.**

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:** Laura Batyr, Karl Ciak, Melissa Drew, and Kate Frankovich

**MEMBERS ABSENT:** Maureen DeSanto, Courtney Parks and Matthew Tsucalas

**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:

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 February 5, 2014 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 February 10, 2014.

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

On June 11, 2014 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 personnel.

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:** Mrs. Batyr, Mr. Ciak, Mrs. Drew and Mrs. Frankovich

The board meeting resumed session at 6:55 p.m.

**REGULAR MEETING**

Upon motion of Mrs. Frankovich seconded by Mrs. Batyr the following resolutions were approved:

**BOARD SECRETARY REPORTS**

**APPROVE MINUTES**

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

May 14, 2014 - Regular Meeting & Closed Session

**APPROVE PAYMENT OF BILLS**

RESOLVED, That the Board of Education approve the payment of bills for the period May 10, 2014 through June 20, 2014 as follows:

Current Account	\$196,183.47
Lunch Account	1,662.14

**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, 2014 and May 31, 2014, 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 6, 2014, 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: Mrs. Batyr, Mr. Ciak, Mrs. Drew and Mrs. Frankovich

Upon motion of Mrs. Drew seconded by Mrs. Batyr 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 6, 2014 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: Mrs. Batyr, Mr. Ciak, Mrs. Drew and Mrs. Frankovich

**COMMITTEE REPORTS:**

Policy – Mrs. Drew asked about the policies online; Mr. Frazee stated that we would get back to her.

Personnel – The Board of Education and IHTA came to an agreement with the contract and we will be approving the contract for 2014-17 school years later in the meeting.

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

**SUPERINTENDENT’S RECOMMENDATIONS**

**APPROVE SALARY RESOLUTIONS**

RESOLVED, That the Board of Education approve the salary resolutions as presented for the 2014-15 school year.

**ROLL CALL:**

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

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

**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 2014-15 school year in the amount of \$350.00.

**ROLL CALL:**

**AYES:** Mrs. Batyr, Mr. Ciak, Mrs. Drew and Mrs. Frankovich

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

**APPROVE GENERAL FUND AND DEBT SERVICES TAXES FOR THE 2014-15 SCHOOL YEAR**

CURRENT EXPENSE	DUE DATE	AMOUNT
	July 2, 2014	\$148,012
	August 6, 2014	148,008
	September 3, 2014	148,008
	October 1, 2014	148,008
	November 5, 2014	148,008
	December 3, 2014	148,008
	January 7, 2015	148,008
	February 4, 2015	148,008
	March 4, 2015	148,008
	April 1, 2015	148,008
	May 6, 2015	148,008
	June 3, 2015	148,008
		<b>\$1,776,100</b>
<b>DEBT SERVICE</b>		
	October 1, 2014	\$70,726
	April 1, 2015	9,564

Upon motion of Mrs. Frankovich seconded by Mrs. Batyr the following resolutions were approved:

**APPROVE NECESSARY TRANSFERS AND PAYMENT OF BILLS IN THE 2013-14 BUDGET**

**RESOLVED**, That the Board of Education authorize the Board Secretary, with the approval of the Superintendent to make any transfers necessary between June 20 and June 30, 2014. The transfers and bills list will be approved at the July 2014 board meeting.

**APPROVE INTERLOCAL AGREEMENT WITH CENTRAL REGIONAL SCHOOL DISTRICT FOR THE 2014-2015 SCHOOL YEAR**

**RESOLVED**, That the Board of Education approve interlocal agreement with Central Regional District for the 2014-15 school year at a cost of \$2.50 per lunch.

**ENTER INTO AN INTERLOCAL AGREEMENT WITH LAKEHURST BOARD OF EDUCATION FOR CHILD STUDY TEAM SERVICES**

**RESOLVED**, That the Board of Education approve interlocal agreement with Lakehurst Board of Education for the 2014-15 School Year at a rate of \$20,000.

Mrs. Frankovich added that it was great to see \$10,000 savings. Mr. Frazee added job well done.

**ROLL CALL:**

**AYES:** Mrs. Batyr, Mr. Ciak, Mrs. Drew and Mrs. Frankovich

Upon motion of Mrs. Frankovich seconded by Mrs. Batyr the following resolutions were approved:

**ENTER INTO AN INTERLOCAL AGREEMENT BETWEEN LAKEHURST BOARD OF EDUCATION FOR TECHNOLOGICAL SERVICES WITH JASON BEDELL**

**RESOLVED**, That the Board of Education approve interlocal agreement between Lakehurst Board of Education for technological services with Jason Bedell at a rate of \$12,000 from July 1, 2014-June 30, 2015.

**APPROVE ESY FOR SPECIAL ED STUDENTS**

**RESOLVED**, That the Board of Education approve R.D. and S.E. to attend Berkeley School District from July 7, 2014 to August 7, 2014 from 8:00 a.m. to 1:00 p.m. (Monday-Thursdays) at a cost of \$4,000 plus transportation at a cost of \$1, 058.80.

**APPROVE THE FOLLOWING NON TUITION NON CHOICE STUDENTS FOR THE 2014-15 SCHOOL YEAR**

RESOLVED, That the Board of Education approve F.C., D.S., C.B, and J.S. for the 2014-2015 as non-tuition, non-choice students.

**APPROVE BROOKE BOREL FOR SUMMER STIPEND**

RESOLVED, That the Board of Education approve Brooke Borel for summer stipend of \$1500.00 from July 1-August 22, 2014 for 2014-15 year planning, scheduling, school climate, HIB prevention and PARCC preparation.

**APPROVE DIANE CAPUTO FOR SUMMER STIPEND**

RESOLVED, That the Board of Education approve Diane Caputo for summer stipend of \$1500 from July 1-August 22, 2014 for 2014-15 year technology planning with Jason Bedell.

**APPROVE BETH SMUTZ FOR SUMMER STIPEND**

RESOLVED, That the Board of Education approve Beth Smutz for summer stipend for secretary from July 8-August 7, 2014 at a cost of \$750.00.

**APPROVE THE MAINTENANCE AGREEMENT FOR SOFTWARE FOR THE 2014-2015 SCHOOL YEAR**

RESOLVED, That the Board of Education approve the contract for student information data system provided with Realtime at a cost of \$3,125 beginning July 1, 2014 – June 30, 2015.

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

- Number of Incidences: Zero

**APPROVE THE SECURITY & FIRE DRILLS FOR JUNE 2014**

RESOLVED, That the Board of Education approve the fire and security drills for June 2014.

**ROLL CALL:**

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

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

**APPROVE BROWN & BROWN**

RESOLVED, That the Board approve Brown & Brown for renewal of dental and vision rates for the 14-15 school year as follows:

**Dental per month**

Single	\$ 53.88
Parent/Child	106.91
Employee Spouse	106.91
Family	160.83

**Vision per month**            10.52

**APPROVE COMPREHENSIVE EQUITY PLAN**

RESOLVED, That the Board of Education approve the Comprehensive Equity Plan Annual Statement of Assurance for the 2014-15 School Year.

**APPROVE ON-TECH CONSULTING FOR THE 2014-15 SCHOOL YEAR**

RESOLVED, That the Board of Education approve On-Tech Consulting as our e-rate vendor for the 2014-15 school year.

**APPROVE ATTENDANCE OFFICER**

RESOLVED, That the Board of Education approve Cheryl Thomas as Attendance Officer for the Island Heights School District for the 2014-15 school year at a rate of \$700.00

**ROLL CALL:**

**AYES:** Mrs. Batyr, Mr. Ciak, Mrs. Drew and Mrs. Frankovich

Upon motion of Mrs. Batyr seconded by Mrs. Frankovich the following resolutions were approved:

**APPROVE THE FOLLOWING POLICES**

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

- 1581 Victim of Domestic Violence
- 3125 Employment of Teaching Staff Members
- 3230 Outside Activities Policy
- 3240 Professional Development for Teachers & School Leaders
- 4125 Employment of Support Staff Members
- 4230 Outside Activities Policy
- 6511 Direct Deposit Policy
- 8508 Lunch Offer Vs. Serve Policy

**APPROVE TEACHER'S CONTRACT**

RESOLVED, That the Board of Education approve IHTA Contract from July 1, 2014-June 30, 2017 as presented.

**APPROVE RESOLUTION FOR THE SAFE ROUTE TO SCHOOL GRANT**

RESOLVED, That the Board of Education approve the Safe Routes to School Grant resolution as presented.

**APPROVE THE BUDGET TRANSFERS**

RESOLVED, That the Board of Education approve the budget transfers for the 2013-14 school year.

**ROLL CALL:**

**AYES:** Mrs. Batyr, Mr. Ciak, Mrs. Drew and Mrs. Frankovich

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

**APPROVE NON-CHOICE NON TUITION STUDENT**

RESOLVED, That the Board of Education approve S.P. for non-choice, non-tuition student for the 2014-15 school year.

**APPROVE RESOLUTION TO JOIN NJ SCHOOLS INSURANCE GROUP MOCSSIF FOR THE 2014-17 SCHOOL YEARS**

RESOLVED, That the Board of Education approve resolution to join NJ Schools Insurance Group MOCSSIF for the 2014-2017 years.

**APPROVE INSURANCE FOR THE 7/1/14-6/30/1514 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 \$34,962.

**APPROVE SUMMER STIPEND FOR KAITLYN PRIOR FOR SPECIAL ED STUDENT SERVICES**

**RESOLVED**, That the Board of Education approve Kaitlyn Prior for a stipend of \$600 for services 3 hours a week for five weeks.

**ACCEPT RESIGNATION FROM DAWN DOHERTY**

**RESOLVED**, That the Board of Education accept the resignation of Dawn Doherty.

**APPROVE THE SCHOOL BUSINESS ADMINISTRATOR CONTRACT FOR THE 2014-15 SCHOOL YEAR**

**RESOLVED**, That the Board of Education approve school business administrator's contract ( Frank Frazee) for the 2014-15 school year.

**ROLL CALL:**

**AYES:** Mrs. Batyr, Mr. Ciak, Mrs. Drew and Mrs. Frankovich

**Announcements**

**Wednesday, July 9, 2014 Regular Meeting – 6:15 p.m.**

**Mr. Ciak** wanted to report on the 6<sup>th</sup> grade trip as the students, parents and staff had an outstanding time at the Woodloch Lodge. The trip was changed from Rocking Horse Ranch this year. The 6<sup>th</sup> graders also went to the Camden Aquarium and a fun time on both trips was had by all.

**Mrs. Snow** wanted to thank the Board of Education for their help in trying to obtain the Safe Route to School Grant. She looks forward to working with school and board as the town liaison.

Upon motion of Mrs. Frankovich seconded by Mrs. Batyr the Board moved back into Executive Session at 7:15 p.m. to discuss the CSA Evaluation

The Board moved back into open session at 7:59 p.m.

Upon motion of Mrs. Frankovich seconded by Mrs. Batyr the meeting was adjourned at 8:00 p.m.

**Respectfully submitted:**

**Lil Brendel, Board Secretary**

**APPROVED: LB 7/9/14**