

**ISLAND HEIGHTS BOARD OF EDUCATION  
ISLAND HEIGHTS, NEW JERSEY  
REGULAR MEETING, MARCH 6, 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, March 6, 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, Kate Frankovich, Kevin Nelson, Matthew Tsucalas and Chris Urso

**MEMBERS ABSENT:** 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 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. Nelson seconded by Mrs. Drew the following resolution was approved:

On March 6, 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, Mrs. Frankovich, Mr. Nelson, Mr. Tsucalas and Mr. Urso

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

**REGULAR MEETING**

Upon motion of Mr. Nelson seconded by Mrs. Frankovich he following resolution was approved:

**BOARD SECRETARY REPORTS**

**APPROVE MINUTES**

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

February 13, 2013 Regular Meeting & Closed Session

**ROLL CALL:**

**AYES:** Mr. Ciak, Mrs. Drew, Mr. Tsucalas and Mr. Urso

**NAYES:** Mrs. Frankovich and Mr. Nelson

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

**APPROVE PAYMENT OF BILLS**

RESOLVED, That the Board of Education approve the payment of bills for the period February 9, 2013 through March 1, 2013 as follows:

Current Account                      \$191,739.89

**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 January 31, 2012, 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 March 1, 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.

**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 March 1, 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, Mrs. Frankovich, Mr. Nelson, Mr. Tsucalas and Mr. Urso

**COMMITTEE REPORTS**

Finance Committee – Mr. Frazee reported the finance committee met this evening prior to this meeting and discussed the budget. There is no vote required. The district is raising the taxes to cap at 3.5%, which includes health care increases. Central notified us Island Heights taxes will decrease.

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

**SUPERINTENDENT'S RECOMMENDATIONS**

**ADOPTION OF THE TENTATIVE BUDGET 2013-2014**

**Travel and Related Expense Reimbursement  
2013-2014**

WHEREAS, the Island Heights Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$1000.00 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

**BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$5,000.00 for all staff and board members.**

**Adoption of Tentative Budget  
2013-2014**

**BE IT RESOLVED that the tentative budget be approved for the 2013-2014 School Year using the 2013-2014 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:**

	<b>General Fund</b>	<b>Special Revenues</b>	<b>Debt Service</b>	<b>Total</b>
<b>2013-14 Total Expenditures</b>	<b>1,963,000</b>	<b>28,435</b>	<b>82,578</b>	<b>2,074,013</b>
<b>Less: Anticipated Revenues:</b>				
State Aid	118,493			118,493
Special Revenues		28,435		28,435
Tuition	21,000			21,000
Miscellaneous	4,232			4,232
Budgeted Fund Balance	78,000			78,000
Taxes to be Raised	1,741,275	0	82,578	1,823,853

**And to advertise said tentative budget in the Asbury Park Press in accordance with the form suggested by the State Department of Education and according to law; and**

**BE IT FURTHER RESOLVED, that a public hearing be held at the Island Heights Grade School, Island Heights, New Jersey on March 25, 2013 at 5:15 p.m. for the purpose of conducting a public hearing on the budget for the 2013-2014 School Year.**

**Adjustment  
Health Benefits**

**RESOLVED that the Island Heights Board of Education includes in the proposed budget the adjustment for increases costs of health benefits in the amount of \$26,410.00. The additional funds are included in the base budget and will be used to pay for the additional increases in health benefits.**

**RESOLVED, That the Island Heights Board of Education has the ability to include in the proposed budget the adjustment for enrollment in the amount of \$133,168.00. The district intends to not utilize these monies for tax levy but will use for banked cap.**

**ROLL CALL:**

**AYES: Mr. Ciak, Mrs. Drew, Mrs. Frankovich, Mr. Nelson, Mr. Tsucalas and Mr. Urso**

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

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

**Number of Incidences: Zero**

**VIOLENCE & VANDALISM REPORT**

**Number of Incidences: Zero (September 2012-December 2012)**

**ROLL CALL:**

**AYES: Mr. Ciak, Mrs. Drew, Mrs. Frankovich, Mr. Nelson, Mr. Tsucalas and Mr. Urso**

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

**APPROVE THE FOLLOWING POLICIES**

RESOLVED, That the Board of Education approve the first reading of the following mandated policies.

- 0132 Executive Authority
- 2415 No Child Left Behind
- 2468 Independent Education Evaluations
- 8505 School Nutrition

ROLL CALL:

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

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

**APPROVE KAITLYN PRIOR TO HOME SCHOOL STUDENT**

RESOLVED, That the Board of Education approve Kaitlyn Prior to home school a student at the rate of \$40.00 per hour for ten days from January 24, 2013 until February 27, 2013 totaling \$400.

ROLL CALL:

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

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

**APPROVE SECURITY AND FIRE DRILLS FOR FEBRUARY 2013**

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

ROLL CALL:

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

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

**APPROVE THE FOLLOWING TUITION INCREASES FOR THE 2013-14 SCHOOL YEAR**

RESOLVED, That the Board of Education approve the annual tuition rate of \$3800 for the 2013-14 School Year, \$3700 for returning students 2011-12 and \$3300 for returning students prior to 2010-11 school year.

ROLL CALL:

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

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

**APPROVE LOREN FUHRING AS SUPERINTENDENT OF ISLAND HEIGHTS GRADE SCHOOL FROM JULY 1, 2013 – JUNE 30, 2016.**

RESOLVED, That the Board of Education approve Loren Fuhring as superintendent of the Island Heights Grade School from July 1, 2013 until June 30, 2016.

ROLL CALL:

AYES: Mr. Ciak, Mrs. Drew, Mrs. Frankovich, Mr. Tsucalas and Mr. Urso

ABSTAIN: Mr. Nelson

**Announcements**

Monday, March 25, 2013 – Public Hearing 5:15 p.m.

Wednesday, April 10, 2013 – Regular Meeting

Upon motion of Mrs. Drew seconded by Mrs. Frankovich the meeting was adjourned at 7:15 pm.

Respectfully submitted:

Lil Brendel, Board Secretary  
APPROVED: LB 4/10/13