

ISLAND HEIGHTS BOARD OF EDUCATION
115 SUMMIT AVENUE
ISLAND HEIGHTS, NJ 08732
REGULAR MEETING
AGENDA
June 12, 2024

1. Pursuant to the N.J. Open Public Meetings Act, adequate notice of this meeting was posted at the Island Heights School on May 28, 2024 and delivered to the Asbury Park Press official newspaper of the Board. The meeting was posted in the Asbury Park Press on June 9, 2024. The meeting is to be held in the Island Heights School Gymnasium at 5:45 PM. There will be a need to enter into closed session, which will occur at the beginning of the Regular Business Meeting a motion reciting those issues that the Board will be going into a closed session conference to discuss and the estimated time needed, pursuant to NJSA 10: 4-12b. After the closed session the board will return immediately to open session. The Board will return from closed session at approximately 6:15 PM.
2. Pledge of Allegiance to the Flag.
3. Roll Call:

4. **APPROVAL OF THE MINUTES:**

May 8, 2024 – Regular Meeting & Closed Session

5. **RESOLUTION FOR EXECUTIVE SESSION**, a Motion to adjourn to closed session for discussions relating to matters of litigation, personnel, students, and contracts. The Board will be discussing Personnel.

Reconvene from Closed Session.

6. **Principal's Report:**

7. **Superintendent's Report:**

8. Open to Public Comment for Agenda Items Only

RECOMMENDATIONS FROM THE SUPERINTENDENT
Consent agenda items 9-25

9. **RECOMMENDATION TO APPROVE TEACHER SALARY RESOLUTIONS**

RESOLVED, That the Board of Education approve the salary resolution as presented for the 2024-25 school year.

10. RECOMMENDATION TO APPROVE OTHER SALARY RESOLUTIONS

RESOLVED, That the Board of Education approve the salary resolution as presented for the 2024-25 school year.

11. RECOMMENDATION TO 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.

12. RECOMMENDATION TO APPROVE MICHELE LEBLANC AS LDTC OVER SUMMER AS NEEDED.

RESOLVED, That the Board of Education approve Michele LeBlanc as LDTC over summer as needed at a cost of \$45 per hour.

13. RECOMMENDATION TO APPROVE PETTY CASH FUND

RESOLVED, That the Board of Education approve a petty cash fund for the 2024-25 school year

14. MONTHLY REPORT: HARASSMENT, INTIMIDATION & BULLYING INCIDENCES MAY 2024

Number of Incidences: Zero

RESOLUTION AFFIRMING THE DECISION OF THE SUPERINTENDENT

HIB CASE NO. 2024-07

WHEREAS, the Board of Education has received the Superintendent's report of an investigation into an allegation of Harassment/Intimidation/Bullying ("HIB") assigned Case No. 2024-07 ; and WHEREAS, pursuant to N.J.S.A. 18A:37-15(d), the Superintendent has informed the appropriate parents/guardians of the students involved in these incidents with the following information: (1) the nature of the investigation; (2) whether the District found evidence of HIB; (3) whether discipline was imposed; and (4) whether services were provided to address the incident of HIB; and

WHEREAS, the Board of Education has had the opportunity to review the Superintendent's recommendations with respect to the allegation of HIB and subsequent investigation.

NOW, THEREFORE BE IT RESOLVED, that the Board hereby affirms the Superintendent's decision in HIB Case No. 2024-07 for the reasons set forth in the Investigation and directs the Board Secretary/ School Business Administrator to transmit a copy of the Board's decision to the affected students' parents forthwith.

15. RECOMMENDATION TO APPROVE BUDGET TRANSFER THROUGH MAY 2024

RESOLVED, That the Board of Education approve the budget transfers through May 2024 as presented.

16. RECOMMENDATION TO APPROVE NECESSARY TRANSFERS AND PAYMENT OF BILLS IN THE 2023-24 BUDGET

RESOLVED, That the Board of Education authorize the Board Secretary, with the approval of the Superintendent to make any transfers necessary between June 18 and June 30, 2024. The transfers and bills list will be approved at the July 2024 board meeting.

17. RECOMMENDATION TO APPROVE GENERAL FUND AND DEBT SERVICES TAXES FOR THE 2024-25 SCHOOL YEAR

CURRENT EXPENSE	DUE DATE	AMOUNT
	July 3, 2024	\$215,997
	August 7, 2024	215,995
	September 4, 2024	215,995
	October 2, 2024	215,995
	November 6, 2024	215,995
	December 4, 2024	215,995
	January 2, 2025	215,995
	February 5, 2025	215,995
	March 5, 2025	215,995
	April 2, 2025	215,995
	May 7, 2025	215,995
	June 4, 2025	215,995
		2,591,942

DEBT SERVICE

	July 3, 2024	106,446
	January 2, 2025	19,787

18. RECOMMENDATION TO APPROVE SUBSTITUTE TEACHERS FOR THE 2024-25 SCHOOL YEAR

RESOLVED, That the Board of Education approve the substitute list for the 2024-25 school year as presented.

19. RECOMMENDATION TO APPROVE SAFETY GRANT FACILITATED BY NJSIG FOR THE 2024-25 SCHOOL YEAR

RESOLVED, That the Board of Education approve the safety grant facilitated by NJSIG in the amount of \$2,000.00 for recorder of cameras.

20. RECOMMENDATION TO APPROVE REALTIME INFORMATION SYSTEM FOR THE 2024-25 SCHOOL YEAR

RESOLVED, That the Board of Education approve the Realtime Student Information System for the 2024-25 school year at a cost of \$4,730.62.

21. RECOMMENDATION TO APPROVE SCHOOL NUTRITION VENDED MEALS CONTRACT WITH CENTRAL REGIONAL

RESOLVED, That the Board of Education approve the school nutrition vended meals contract with Central Regional at a cost of \$3.50 per meal for lunch and \$3.00 for delivery from September 1, 2024-June 30, 2025.

22. RECOMMENDATION TO APPROVE ESY SCHOOL C.Z. TO ATTEND HAWKSWOOD SCHOOL FROM JULY 8, 2024-AUGUST 16, 2024 PER IEP.

RESOLVED, That the Board of Education approve C.Z. to attend Hawkswood school from July 8, 2024-August 16, 2024 at a cost of \$12,435.60 for tuition and \$6,870.00 for the one to one aide.

23. RECOMMENDATION TO APPROVE ESY PARAPROFESSIONAL DOROTHEA JANSEN FROM JULY 30-AUGUST 1, 2024

RESOLVED, That the Board of Education approve ESY Paraprofessional Dorothea Jansen from July 30-August 1, 2024 at a cost of \$180.

24. RECOMMENDATION TO APPROVE ISLAND HEIGHTS SCHOOL DISRICT DEPT OF EARLY CHILDHOOD EDUCATION HANDBOOK

RESOLVED, That the Board of Education approve Island Heights School District Dept. of Early Childhood Education handbook as presented.

25. RECOMMENDATION TO APPROVE DENTAL AND VISION FOR THE 2024-25 SCHOOL YEAR

RESOLVED, That the Board of Education approve dental and vision for the 2024-25 school year as follows:

DENTAL		VISION
SINGLE	\$ 57.98	\$10.52
PARENT/CHILD	115.04	10.52
HUSBAND/ WIFE	115.04	10.52
FAMILY	173.05	10.52

RECOMMENDATIONS FROM THE BOARD SECRETARY/BUSINESS ADMINISTRATOR

Consent agenda items 26-30

Financial Items:

26. Approval of the following three items:

Financial Reports:

26.1 Accept the Financial Reports of the Board Secretary and Treasurer of School Monies for the period ending April 30, 2024, as reconciled.

26.2 Certification of No Over-expenditures: Pursuant to NJAC 6A:23-2.22 (c) 3-4, accept and certify the Budget Appropriations Report for the month ending April 30, 2024 certifying no line item account has been over-

expended through payments or contractual orders in violation of NJAC6A:23-2.22 (b) and sufficient funds are available to meet the financial obligation of the Island Heights Board of Education.

- 26.3 **Board Certification:** Recommend acceptance that through the adoption of this resolution, the Island Heights Board of Education, pursuant to N.J.A.C. 6A:23-2.11 (c) 4, certifies that as of June 7, 2024 after review of the Secretary’s monthly financial report (appropriations section) and upon consultation with the Business Administrator that to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11 c(4) i.-vi and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

27.

RECOMMENDATION TO APPROVE THE BILLS LISTS

RESOLVED, That the Board of Education approve the following bills lists:

Current Account: \$288,465.12

Lunch Account: 1,462.41

- 28. **End of Fiscal Year - Financial Recommendations:** BE IT RESOLVED the Board of Education approves the following:

- 28.1 **Line Account Transfers** To approve line account transfers for the 2023-2024 school year prior to year end close as submitted to the Executive County Superintendent of Schools as per S1701.

- 28.2 **Closing Entries** To authorize the Business Administrator/Board Secretary to ratify all account codes used during the 2023-2024 school year in accordance with New Jersey Department of Education’s GAAP accounting guidelines and for federal grant applications and requirements; and to conduct necessary closing entries to establish accounts payable, accounts receivable and prior year purchase orders.

- 29. **Year End Accounting** BE IT RESOLVED the Board of Education authorizes payment of post-Board meeting final bills for the 2023-2024 school year and transfers to bring all accounts in to balance as of June 30, 2024. Additionally to approve transfers of up to \$50,000 of anticipated surplus to Capital Reserve and up to \$75,000 of anticipated surplus to Maintenance Reserve as of June 30, 2024.

- 30. **NJSIG/MOCSSIF Insurance Renewal Agreement MOTION:** BE IT RESOLVED that the Board of Education approve the renewal membership agreement in the New Jersey Schools Insurance Group/Monmouth Ocean County Shared Services Insurance

Fund for the period of July 1, 2023 through June 30, 2026 as per the attached agreement.

31. New Business

32. Old Business

33. Board Comment

34. Public Comment on Non-Agenda Items

Anyone wishing to speak before the Board shall indicate so during the Public Commentary portion of the agenda. The presenter shall give his/her name and address and make the presentation as brief as possible. Unless an extension of time is granted, each speaker should be limited to 3 minutes. The Board vests in its President or other presiding officer authority to terminate the remarks of any individual when they do not adhere to the rules established above.

35. Announcements: Next Meeting June 26, 2024 at 5:45 p.m. CSA Evaluation
Regular Meeting July 10, 2024 at 6:15 p.m.

36. If Required, Executive Session, Motion to approve the following:

RESOLVED, that the Board of Education go into closed session to discuss matters that are exempt from public discussion pursuant to the New Jersey Open Public Meetings Act which are legal matters and the CSA Evaluation.

37. Reconvene from Closed Session

38. Action, if required

39. Motion to adjourn

ADDENDUM

JUNE 12, 2024

1. **RECOMMENDATION TO APPROVE SHARED SERVICE AGREEMENT BETWEEN SEASIDE HEIGHTS AND ISLAND HEIGHTS FOR PIC/PIRS/ CPIS FOR THE 2024-25 SCHOOL YEAR**

RESOLVED, That the Board of Education approve the shared service agreement for PIC/PIRS/CPIS for the 2024-25 school year at a cost of \$15,535.

2. **RECOMMENDATION TO APPROVE SHARED SERVICE AGREEMENT BETWEEN SEASIDE HEIGHTS AND ISLAND HEIGHTS FOR WORLD LANGUAGE TEACHER FOR THE 2024-25 SCHOOL YEAR**

RESOLVED, That the Board of Education approve the shared service agreement for World Language Teacher for the 2024-25 school year at a cost of \$16,000.