

**ISLAND HEIGHTS BOARD OF EDUCATION
ISLAND HEIGHTS, NEW JERSEY
REORGANIZATION MEETING, JANUARY 2, 2019**

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, January 2, 2019.

The meeting was called to order at 5:00 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 December 20, 2018 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 December 28, 2018.

**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 November 6, 2018 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 6:00 am and closed at 8:00 pm the results of the election as follows:

VOTES COUNTED FOR CANDIDATES (OFFICIAL)

<u>Three-Year Term</u>	<u>Total</u>
Brooke Kelly-Smith	587
Robert King	574
Kristofor Sabey	544
Write In	7

Mr. Frazee administered the oath of office to Mr. King, Dr. Smith and Mr. Sabey

MEMBERS PRESENT: Mrs. Bornebush, Mrs. DeSanto, Mr. Kng, Mr. MacNeal, Mr. Sabey and Dr. Smith

ALSO PRESENT: Tim Rehm, Superintendent, Frank Frazee, Business Administrator, and Lil Brendel, Board Secretary

ELECTION OF OFFICERS

**Upon motion of Mr. King seconded by Mr. MacNeal Mr. MacNeal was nominated for President.
Upon motion of Mrs. Bornebusch seconded by Dr. Smith Mrs. DeSanto was nominated for President.**

ROLL CALL FOR MR. MACNEAL

AYES: Mr. King and Mr. MacNeal

NAYES: Mrs. Bornebush, Mrs. DeSanto and Dr. Smith

ABSTAIN: Mr. Sabey

ROLL CALL FOR MRS. DESANTO

AYES: Mrs. Bornebush, Mrs. DeSanto and Dr. Smith

NAYES: Mr. King and Mr. MacNeal

ABSTAIN: Mr. Sabey

Mrs. DeSanto was elected President of the Board of Education.

Discussion arose and the process for becoming a President and Vice President. Mr. Frazee and Mr. Rehm stated this is the process. Mr. Rehm stated in larger districts they may have a meet the candidates night, however this would not occur here as you only have one person per seat available.

Upon motion of Mrs. DeSanto seconded by Dr. Smith, Mrs. Bornebusch was nominated for Vice President.

Upon motion of Mr. King seconded by Mr. MacNeal, Mr. MacNeal was nominated for Vice President.

Discussion arose to see if nominee Mrs. Bornebush and nominee Mr. MacNeal would want to state why they want to be Vice President of the Island Heights Board of Education.

Mrs. Bornebush and Mr. MacNeal agreed.

Mrs. Bornebush stated she wanted to be Vice President because she loves the school and has been part of the district since her daughter was here and she is now 14. Her son is in second grade and has been part of the PTO and now the Board of Education. She would love to be Vice President of the Board as she loves the school

Mr. MacNeal stated he wanted to be Vice President as he feels he has experience as being a teacher, administrator and a Board of Education member in Paterson would help the district. He was a write in vote a few years ago.

ROLL CALL FOR MRS. BORNEBUSCH:

AYES: Mrs. Bornebush, Mrs. DeSanto and Dr. Smith

NAYES: Mr. King, Mr. MacNeal and Mr. Sabey

ROLL CALL FOR MR MACNEAL:

AYES: Mr. King, Mr. MacNeal and Mr. Sabey

NAYES: Mrs. Bornebush, Mrs. DeSanto and Dr. Smith

Mr. Frazee asked if there would be another vote tonight.

ROLL CALL:

AYES: Mrs. Bornebush, Mrs. DeSanto, Mr. MacNeal

NAYES: Mr. King, Mr. Sabey and Dr. Smith

Mr. Frazee stated we will elect Vice President next week on Wednesday, January 9, 2019.

APPOINTMENTS

Dr. Smith inquired as to what AHERA was. Mr. Frazee responded Asbestos.

Mr. MacNeal asked about the Tax Shelter. Also, how did we pick AXA Equitable and is it part of the teacher's contract.. Mr. Frazee responded we have had them for years. It has nothing to do with teacher's contract. Mr. MacNeal also wanted to know about paying bills between board meetings Mr. Frazee responded we rarely do this only in June when it's the end of year between meetings.

Upon motion of Mr. King seconded by Mr. Sabey the annual meeting notice was approved as presented. (See attached).

Upon motion of Mr. King seconded by Mr. Sabey, the following appointments were approved:

OFFICIAL DEPOSITORIES

RESOLVED, That the Board of Education designate the following as Official Depositories of funds of the Island Heights School District until next reorganization meeting.

OceanFirst Bank

OFFICIAL NEWSPAPERS

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

Asbury Park Press and Micromedia

AGENCY COMPLIANCE OFFICER

RESOLVED, That the Board of Education approve Tim Rehm as Agency Compliance Officer until next reorganization meeting.

AFFIRMATIVE ACTION OFFICER

RESOLVED, That the Board of Education approve Judith Mekles as Affirmative Action Officer until the next reorganization meeting.

504 COMMITTEE COORDINATOR

RESOLVED, that the Board of Education approve Michele LeBlanc as 504 Committee Coordinator until the next reorganization meeting.

PURCHASING AGENT

RESOLVED, That the Board of Education approve Frank Frazee as the purchasing agent until the next reorganization meeting.

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 until the next reorganization meeting.

APPROVE ASBESTOS MANAGEMENT OFFICER

RESOLVED, That the Board of Education approve Lil Brendel as Asbestos Management Officer until the next reorganization meeting.

APPROVE INDOOR AIR QUALITY DESIGNEE

RESOLVED, That the Board of Education approve Lil Brendel as Indoor Air quality designee until the next reorganization meeting.

APPROVE SAFETY & HEALTH DESIGNEE

RESOLVED, That the Board of Education approve Judy Mekles as safety and health designee until the next reorganization meeting.

APPROVE INTEGRATED PEST MANAGEMENT COORDINATOR

RESOLVED, That the Board of Education approve Lil Brendel as the Integrated Pest Management Coordinator until the next reorganization meeting.

APPROVE RIGHT TO KNOW OFFICER

RESOLVED, That the Board of Education approve Lil Brendel as the Right to Know Officer until the next reorganization meeting.

APPROVE CHEMICAL HYGIENE OFFICER

RESOLVED, That the Board of Education approve Judy Mekles as the Chemical Hygiene Officer until the next reorganization meeting.

APPOINT CUSTODIAN OF RECORDS

RESOLVED, That the Board of Education appoint Lil Brendel as the Custodian of Records until the next reorganization meeting.

APPOINT AHERA COORDINATOR

RESOLVED, That the Board of Education appoint Lil Brendel as AHERA Coordinator until the next reorganization meeting.

APPROVE TAX SHELTER ANNUITY COMPANY

RESOLVED, That the Board of Education designate the following tax shelter annuity company until the next reorganization meeting.

AXA Equitable

APPROVE PAYMENT OF BILLS BETWEEN BOARD MEETINGS

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

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).

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 approve the chart of accounts as per GAAP until the next reorganization meeting.

RESOLVED, That the Board of Education adopts the current board policies until the next reorganization meeting.

ROLL CALL:

AYES: Mrs. Bornebusch, Mrs. DeSanto, Mr. King, Mr. MacNeal, Mr. Sabey and Dr. Smtih

Mrs. DeSanto asked the board members to discuss committees and which board members wanted to be on which committee. Mrs. DeSanto and the board selected the following members to be on these committees.

Policy: Chair: Mrs. Bornebusch, Mrs. DeSanto and Dr. Smith

Curriculum: Chair: Mrs. DeSanto, Dr. Smith and Mr. Sabey

Personnel: Chair: Mr. King, Mrs. Bornebusch and Mr. Sabey

Buildings and Grounds: Chair: Mr. Cimorelli, Mr. MacNeal and Mr. Sabey

Finance: Chair: Mr. MacNeal, Mr. Cimorelli and Mr. King
Community: Chair: Mr. MacNeal, Mrs. Bornebusch and Dr. Smith

Mr. King asked Mr. Rehm if we could show the Island Heights Documentary at the Island Heights Grade School. Mr. Rehm stated he would look into it.

Mr. MacNeal asked if we were ready for QSAC. Mr. Rehm replied we are ready for QSAC. Mrs. Royer worked very hard on the instruction/curriculums and myself and Mrs. Royer spoke to Brendan O'Reilly from the county office today and they are ready for us. Mrs. Brendel has the rest of the areas ready. We are the first district and will set the bar for the rest of the districts.

Mr. MacNeal discussed the OCSBA meeting he attended on social media and asked if we had a policy. Mrs. DeSanto replied we updated it last year. Mr. MacNeal also discussed email addresses and Mrs. Brendel responded we will have new emails in January.

Mrs. Frankovich wanted to thank the new board members for serving and congratulated Mrs. DeSanto on becoming President and stated she was perfect for the position.

Upon motion of Mr. King seconded by Mrs. Bornebusch the meeting was adjourned at 5:50 p.m.

RESPECTFULLY SUBMITTED:

LIL BRENDL
BOARD SECRETARY
APPROVED: _____