

**ISLAND HEIGHTS BOARD OF EDUCATION
ISLAND HEIGHTS, NEW JERSEY
REGULAR MEETING, MARCH 9, 2016 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 9, 2016.

The meeting was called to order at 6:15 p.m. by Karl Ciak, Vice President in the Island Heights Grade School large group room. The Vice President led the group in the flag salute.

MEMBER PRESENT: Laura Batyr, Karl Ciak, Maureen DeSanto, Melissa Drew and Courtney Parks

MEMBERS ABSENT: Kate Frankovich and Matt Tsucalas

ALSO PRESENT: Tim Rehm, 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 8, 2016 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 January 11, 2016.

Mr. Rehm wanted to congratulate everyone on their hard work in getting the March 8, 2016 referendum to pass. This is so great for the district.

REGULAR MEETING

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

BOARD SECRETARY REPORTS

APPROVE MINUTES

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

February 10, 2016 - Regular Meeting & Closed Session

ROLL CALL:

AYES: Mrs. Batyr, Mrs. DeSanto, Mrs. Drew and Mrs. Parks

ABSTAIN: Mr. Ciak

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

APPROVE PAYMENT OF BILLS

RESOLVED, That the Board of Education approve the payment of bills for the period March 1, 2016 through March 24, 2016 as follows:

Current Account	\$201,328.01
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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, 2015, 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 6, 2015, 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 4, 2016 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. DeSanto, Mrs. Drew, and Mrs. Parks

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 as the district is in the 2% guidelines.

Mr. Ciak asked that we send a letter to everyone that was part of the Referendum Committee signed by the Board of Education thanking everyone for their hard work to get this accomplished.

Mr. Frazee presented the budget for the 2016-17 school year.

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

SUPERINTENDENT'S RECOMMENDATIONS

ADOPTION OF THE TENTATIVE BUDGET 2016-2017

Travel and Related Expense Reimbursement
2016-2017

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
2016-2017

BE IT RESOLVED that the tentative budget be approved for the 2016-2017 School Year using the 2016-2017 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:

	<u>General Fund</u>	<u>Special Revenues</u>	<u>Debt Service</u>	<u>Total</u>
2016-17 Total Expenditures	2,180,300	56,189	75,603	2,312,092
Less: Anticipated Revenues:				
State Aid	299,583			299,583
Special Revenues		56,189		56,189
Miscellaneous	5,013			5,013
Taxes to be Raised	1,875,704	0	75,603	1,951,307

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 April 27, 2016 at 5:00 p.m. for the purpose of conducting a public hearing on the budget for the 2016-2017 School Year.

ROLL CALL:

AYES: Mrs. Batyr, Mr. Ciak, Mrs. DeSanto, Mrs. Drew, and Mrs. Parks

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

MONTHLY REPORT: HARASSMENT, INTIMIDATION & BULLYING INCIDENCES

Number of Incidences: February Zero

VIOLENCE & VANDALISM REPORT

Number of Incidences: Zero (September 2015-December 2015)

APPROVE SUBMISSION OF BULLYING GRANT

RESOLVED, That the Board of Education approve the submission of the Anti-Bullying Grant for the 2015-16 school year.

APPROVE THE FOLLOWING WORKSHOPS

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

- Tim Rehm to attend NJASA Annual Spring Conference at Caesars Atlantic City May 11-13, 2016 at a cost of \$525.00.
- Kelly Bulger to attend NJ ASK training on March 24, 2016 at the Hotel Mt. Laurel, Rt. 73, Mount Laurel, NJ at no cost mileage not to exceed \$31.00.
- Kelly Torres, Beth Major and Lisa Royer to attend Model Classroom Grant Writing Workshop at Ocean First Bank, Toms River, NJ on March 14, 2016 from 2:00-3:30 p.m.

APPROVE THE FOLLOWING SUBSTITUTE TEACHER

RESOLVED, That the Board of Education approve Jacquelyn Ryan as substitute teacher for the 2015-16 school year.

APPROVE SCOTT BARNES TO OBSERVE GRADES 1 & 3

RESOLVED, That the Board of Education approve Scott Barnes to observe grades 1 & 3 as part of his student observation hours to coordinate his schedule with teachers.

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APPROVE THE FOLLOWING CLASS TRIP

RESOLVED, That the Board of Education approve 3rd grade to attend Robert J. Novins Planetarium on May 25, 2016 from 9:00 – 11:30 a.m. at a cost of \$4.00 per person totaling \$108 plus transportation.

ROLL CALL:

AYES: Mrs. Batyr, Mr. Ciak, Mrs. DeSanto, Mrs. Drew, and Mrs. Parks

Mr. Rehm presented a letter from Brooke Nelson, Kelly Bulger, Kelly Torres, Judy Mekles and Beth Smutz regarding our sustainable program. The group is asking the Board to implement a policy to approve purchasing of recycled paper.

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

APPROVE PURCHASING 30% POST CONSUMER RECYCLED CONTENT PAPER FOR THE DISTRICT

RESOLVED, That the Board of Education approve purchasing 30% post-consumer recycled content paper for the District.

ROLL CALL:

AYES: Mrs. Batyr, Mr. Ciak, Mrs. DeSanto, Mrs. Drew, and Mrs. Parks

New Business: None at this time

Announcements

Wednesday, April 13, 2016 – Regular Meeting 6:15 p.m.

Monday, April 27, 2016 – Public Hearing 5:00 p.m.

Upon motion of Mrs. Drew seconded by Mrs. Parks the meeting was adjourned at 6:30 pm.

Respectfully submitted:

Lil Brendel, Board Secretary

APPROVED: LB 4/13/16