

**ISLAND HEIGHTS BOARD OF EDUCATION  
ISLAND HEIGHTS, NEW JERSEY  
REGULAR MEETING, OCTOBER 12, 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, October 12, 2016.**

The meeting was called to order at 6:15 p.m. by Kate Frankovich, President in the Island Heights Grade School Board Room. The President led the group in the flag salute.

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

**MEMBERS ABSENT:** None

**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.

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

On October 12, 2016 at 6:20 p.m. the Island Heights Board of Education will move into Executive Session . Whereas, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Island Heights Board of Education to be held in public, N.J.S.A. 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in "Executive Session," i.e. without the public being permitted to attend, and

WHEREAS, the Island Heights Board of Education has determined that an issue permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance shall be discussed during an Executive Session to be held on October 12, 2016 and

WHEREAS, the specific exception pursuant to N.J.S.A. 10:4-12(b)(7) being invoked is the litigation exception, and

**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 public shall be excluded from discussion and actions upon the hereinafter specified subject matter(s):

**Personnel-Board Member Interview**

**BE IT FURTHER RESOLVED,** The subject matters will be made public, if and when, confidentiality is no longer necessary. Action may be taken.

**BE IT FURTHER RESOLVED,** that the Board secretary, on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.

This resolution shall become effective immediately.

**ROLL CALL:**

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

The board meeting resumed session at 6:35 p.m.

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

**RESOLVED,** That the Board of Education approve Mrs. Bornebusch as our new board member to replace Mr. Tsucalas.

Mr. Frazee performed the oath of office to Sara Bornebusch.

**REGULAR MEETING**

Mr. Rehm and the Board of Education recognized the student for perfect scores on the 2016 NJ Ask Science Test with a presentation of a plaque.

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

**RESOLVED**, That the Board of Education recognize the following students for “Perfect Science Score for the 2016 NJ ASK Tests to:

Joseph Krog  
Zack Velardi

**ROLL CALL:**

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

**BOARD SECRETARY REPORTS**

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

**APPROVE MINUTES**

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

September 14, 2016 – Regular Meeting & Closed Session

**ROLL CALL:**

**AYES:** Mrs. Batyr, Mrs. DeSanto, Mrs. Frankovich, and Mrs. Parks

**ABSTAIN:** Mrs. Bornebusch, Mr. Ciak and Mrs. Drew

Upon motion of Mr. Ciak 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 October 1, 2016 through October 31, 2016 as follows:

Current Account	\$184,218.07
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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 August 31, 2016, 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 October 7, 2016, 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 October 7, 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, Mrs. Frankovich, and Mrs. Parks

**ABSTAIN:** Mrs. Bornebusch

Personnel: Mrs. Frankovich reported the negotiations committee will meet on October 17, 2016 at 5:00 p.m.

Curriculum – Mrs. Parks reported that the new clubs are very well attended. Mr. Rehm reported the MAP testing for the fall is underway to give the district a baseline. The next meeting will be October 24, 2016.

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

**SUPERINTENDENT’S RECOMMENDATIONS**

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

Zero Incidences for September

**APPROVE FIRE & SECURITY DRILLS FOR SEPTEMBER**

RESOLVED, That the Board of Education approve the fire and security drills for September 2016.

**APPROVE EMERGENCY ADMINISTRATION OF POTASSIUM IODIDE**

RESOLVED, That the Board of Education approve emergency administration of potassium iodide

**APPROVE “WEEK OF RESPECT”**

WHEREAS, The Island Heights Board of Education recognizes the harmful impact of harassment and bullying on children and is committed to providing all of its students with safe and secure learning environment free from intimidation;

WHEREAS, The Island Heights Board of Education supports the intent of the Anti-Bullying Bill of Rights to protect our children, as well as the goal of previous law to enhance training and instruction to prevent harassment, intimidation and bullying.

NOW THEREFORE BE IT RESOLVED, That the Board of Education declares October 3-7, 2016 as a “Week of Respect”.

**APPROVE “SCHOOL VIOLENCE AWARENESS WEEK” AND HOLD PUBLIC HEARING ON SCHOOL VIOLENCE**

RESOLVED, That the Board of Education approve “Violence Awareness Week”, October 17-21, 2016.

It is further approved that the Board Secretary designate the October 12, 2016, Board of Education meeting as a public hearing on which the School Superintendent shall report to the Board of Education all acts of violence and vandalism which occurred in the school district during the previous year.

**APPROVE SUBMISSION OF COMPREHENSIVE MAINTENANCE PLAN**

WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documented “require” maintenance activities for each of its public facilities, and

WHEREAS, the required maintenance activities as listed in the document of school facility of the Island Heights School District are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their systems warranties valid,

NOW THEREFORE, Be it Resolved, that Island Heights Board of Education hereby authorizes the Superintendent to submit the Comprehensive Maintenance Plan for the Island Heights Board of Education in compliance with the Department of Education requirements.

**ROLL CALL:**

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

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

APPROVE MEMBERSHIP DUES

RESOLVED, That the Board of Education approve the membership dues for the 2016-17 school year as follows:

Superintendent	OCASA	\$250.00
Board	OCSBA	\$225.00

APPROVE THE FOLLOWING CLASS TRIPS

RESOLVED, That the Board of Education approve the following class trips:

- Grade 6 to attend Shop Rite on November 7, 2016 on Fischer Blvd at no cost transportation only
- Grade 4 to attend Holmdel Activity Center to build Lenape Longhouses on October 20, 2016 at a cost of \$257.20 plus transportation

APPROVE THE FOLLOWING WORKSHOPS

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

- Charlene Mass and Lisa Royer to attend English Language Arts Train the Trainer Conference Holiday Inn East Windsor, NJ on November 3, 2016 at a cost of \$398 mileage not to exceed \$25.00.

APPROVE CLASSROOM OBSERVATION

RESOLVED, That the Board of Education approve Amanda Lee Watkins to do teacher observation of Mrs. Major, Mrs. Caputo and Miss Fera for a total of four hours.

**ROLL CALL:**

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

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

USE OF FACILITIES

RESOLVED, That the Board of Education approve the use of facilities for the following teams:

Kemal Kansu: Wednesdays 5:30-7:30 p.m. at a cost of \$350 per month (January & February)

Toms River FC Lady Strikers Mondays 5:15 –6:15 p.m. at a cost of \$200 per month Mondays (January-March)

Toms River FC Lady Arsenal Mondays 6:15-7:15 p.m. at a cost of \$200 per month Mondays (January-March)

ADJUST LONGEVITY PAYMENTS

RESOLVED, That the Board of Education approve the adjustment to the longevity payments.

**ROLL CALL:**

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

Announcements

Wednesday, November 9, 2016 – Regular Meeting 6:15 p.m.

Tuesday, December 13, 2016 – Regular Meeting 6:15 p.m.

Mrs. Parks asked if the templates will be done for the Board Goals so we can see our progress.

Mrs. Batyr discussed the testing of the students and felt students were being tested too frequent and too early in the school year. Mr. Rehm stated this has been our practice and with introducing our new programs it establishes a baseline score so improvement can be measured.

**Mrs. DeSanto asked about the pricing of the school pictures. Mrs. Brendel called Mrs. Yedman and she will refund everyone that the pricing changed and not charge additional for the other items. Mrs. Brendel will follow up as to when this will occur.**

**Upon motion of Mrs. DeSanto seconded by Mrs. Drew the meeting was adjourned at 6:55 pm.**

**Respectfully submitted:**

**Lil Brendel, Board Secretary  
APPROVED: LB 11/9/16**