

**MINUTES OF THE
REGULAR MEETING
LAKEHURST BOARD OF EDUCATION
TUESDAY, JANUARY 6, 2015
(HELD IN THE MEDIA CENTER OF THE LAKEHURST ELEMENTARY SCHOOL**

A. CALL TO ORDER – 7:36 p.m.

The Lakehurst Board of Education is called to order in compliance with the Open Public Meeting Act Public Law - 1975 Chapter 231 (P.L. 1975-231C). This meeting was advertised in the *Asbury Park Press* on December 13, 2014, posted on the bulletin board of the Borough Clerk and posted on the school bulletin board.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

Mr. J. Malden	President	Present
Mr. D. Burton	Vice-President	Present
Mr. K. Oliver	Member	Present
Mrs. J. Septor	Member	Present
Mr. C. Hetzel	Member	Present

Determination of existence of Quorum necessary to take action, by Board Secretary/School Business Administrator.

ALSO PRESENT:

<u>x</u>	Mrs. Fuhring	Superintendent
<u>x</u>	Dr. Barneman	Assistant Superintendent
<u>x</u>	Mr. Parlman	School Business Administrator
<u>x</u>	Mr. Zabarsky	School Board Attorney
<u>x</u>	Mrs. Rucci	Vice Principal

The Agenda is available to the public on the Monday before a Board Meeting, at the Board Office.

D. APPROVAL OF MINUTES

A Motion was made by Mr. Oliver and seconded by Mr. Burton to dispense with the reading and Approve the:

- Minutes of Board Work Session November 25, 2014
- Minutes of Regular and Closed Session Meeting November 25, 2014

ROLL CALL VOTE:

Mr. Hetzel	Aye
Mrs. Septor	Aye
Mr. Oliver	Aye
Mr. Burton	Aye
Mr. Malden	Aye

**E. BOARD OF EDUCATION INFORMATION COMMITTEE REPORT/
SPECIAL REPORT**

- Continued collaboration between Lakehurst and Manchester being pursued.
- In talks with the Borough re: vacant land; more information at next meeting.

F. SUPERINTENDENT'S REPORT

1. Enrollment Report:	<u>Nov. 2014</u>	<u>Nov. 2013</u>
Total Students	376	415

G. ASSISTANT SUPERINTENDENT'S REPORT

- NJASK Perfect Scores Presentation

At this time, the Board of Education recessed for five minutes.

Back in Session at 7:15 p.m.

H. VICE PRINCIPAL'S REPORT

1. Fire Drill Report:

	<u>Date</u>	<u>Time</u>	<u>Duration</u>
a.	11/19/14	8:18 a.m.	49 seconds
b.	11/25/14	8:51 a.m.	31 seconds

2. Security Drill: Shelter In-Place

	<u>Date</u>	<u>Time</u>	<u>Duration</u>
	11/20/14	8:36 a.m.	4 min. 20 sec.

Exhibit: 14-11

I. BUSINESS ADMINISTRATOR'S REPORT

Presentation of the 2013-2014 Audit by a representative of Robert A. Hulsart and Company.

J. CORRESPONDENCE TO AND FROM THE BOARD**K. PUBLIC COMMENTS ON AGENDA ITEMS****L. OLD BUSINESS****M. NEW BUSINESS****N. BOARD BUSINESS**

1. To Approve the following requests for the use of Lakehurst District facilities:

- | | |
|-----------------------|---------------------------------|
| a. Organization Name: | LES PTA |
| Organization Address: | 301 Union Avenue, Lakehurst, NJ |
| Date(s) Desired: | 12/3/14 |
| Time Desired: | 8:00 a.m. to 11:00 a.m. |
| Proposed Use: | Assembly |
| Equipment Requested: | Gym, Bleachers |
| b. Organization Name: | LES Chorus |
| Organization Address: | 301 Union Avenue, Lakehurst, NJ |
| Date(s): | 01/06/15 and 01/07/15 |
| Time Desired: | 2:45 p.m. to 3:30 p.m. |
| Proposed Use: | Rehearsals |
| Equipment Requested: | Music Room |

BOARD BUSINESS (Continued)

- c. Organization Name: LES Band and Chorus
 Organization Address: 301 Union Avenue, Lakehurst, NJ
 Date(s) Desired: 01/12/15
 Time Desired: 2:15 p.m. to 4:00 p.m.
 Proposed Use: Concert Dress Rehearsal
 Equipment Requested: Gym, Chairs, Microphone
- d. Organization Name: LES Band and Chorus
 Organization Address: 301 Union Avenue, Lakehurst, NJ
 Date(s) Desired: 01/14/15
 Time Desired: 6:45 p.m. to 8:00 p.m.
 Proposed Use: Winter Concert
 Equipment Requested: Gym, Risers, Chairs
- e. Organization Name: Title I/Curriculum
 Organization Address: 301 Union Avenue, Lakehurst, NJ
 Date(s) Desired: 01/29/15
 Time Desired: 6:00 p.m. to 7:30 p.m.
 Proposed Use: PARCC, NJASK, NWEA/MAP Scores
 Equipment Requested: Media Center, Smart Board

A Motion was made by Mr. Oliver and seconded by Mr. Burton to Confirm and Approve Board Business Items 1 (a – e).

ROLL CALL VOTE:

Mr. Hetzel	Aye
Mrs. Septor	Aye
Mr. Oliver	Aye
Mr. Burton	Aye
Mr. Malden	Aye

O. FINANCE

- To Approve for Payment of Bills listed on the Bill Resolution dated January 6, 2015, totaling \$1,095,881.54.
- To Accept the Secretary's Report A-148 for November 30, 2014, with a Cash Balance of \$2,996,746.15.
- To Accept the Treasurer's Report A-149 for November 30, 2014, with a Cash Balance of \$2,996,746.15.
- To Accept the Certification of No Over-expenditures:
 Pursuant to N.J.A.C. 6A:22-2.11(c)3, I, Barry Parliman, Board Secretary, certify that as of November 30, 2014, no budgetary line item account has obligations and payments (contracted orders) which in total exceed the amount appropriated by the District Board of Education pursuant to N.J.S.A. 18A:22-8 and 18A:22-8.1, that the District financial accounts have been reconciled and are in balance.

 Board Secretary

 Date

FINANCE (Continued)

5. To Accept Financial Reporting:

Through the adoption of this resolution, we, the Lakehurst Board of Education, pursuant to N.J.A.C. 6A22-2.11(c)4 certify that as of December 16, 2014, 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 over-expended in violation of N.J.A.C. 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.

6. To Confirm the following transfers within the 2014-2015 school budget.

<u>Account</u>	<u>Description</u>	<u>Amount</u>
11-999-262-490	OOMP-OPPS	-850.00
11-999-262-610	GenSupplies	850.00
11-999-261-800	AllowMaint	-800.00
11-999-261-420	AllowMaint	800.00

7. To Approve the following Health Benefits Waiver payments for the period July 2014 through December 2014:

• R. Barry (4 Mo.)	\$ 833.36
• S. Cancglin (4 Mo.)	\$ 833.36
• K. Foca	\$1,250.00
• A. Fullerton (4 Mo.)	\$ 833.36
• C. Mine (4 Mo.)	\$ 833.36
• G. Narozniak	\$2,500.00
• C. Quaglia	\$1,000.00
• C. Schmidlin	\$1,500.00
• M. Welch	\$1,000.00

8. To Approve the 2014 - 2015 Joint Transportation Agreement between the Manchester Township Board of Education (Host) and Lakehurst Borough Board of Education (Joiner) at a cost of \$269,629.23.

9. To Confirm payment of Document G702 Application No. 5 to Gingerelli Bros., Inc. according to the following schedule: (said payment approved as submitted to Spiezle Architects)

Original Contract Sum	\$1,802,216.00
Net Change by Change Orders	\$ 343,848.79
Contract Sum Date	\$2,146,064.79
Total Completed & Stored to Date:	\$2,035,107.22

Retainage

Adj % of Completed Work	\$60,933.47
Stored Material	\$ 0.00

Total Retainage	\$ 60,933.47
Total Earned Less Retainage	\$1,974,173.75
Less Previous Certificates for Payment	\$1,754,822.01
Current Payment Due	\$ 219,351.74
Balance to Finish, Including Retainage	\$ 171,891.04

10. To Approve the cancellation of a receivable from the Food Service Account in the Amount of \$49,382.00.

FINANCE (Continued)

11. To Approve the cancellation of a receivable from the Food Service Account in the Amount of \$49,382.00.
12. To Approve the 2013-2014 Audit presented by Robert A. Hulsart and Company with one (1) recommendation.

14-01 Finding – It was noted that the Treasurer’s Bond is just below the minimum required amount per N.J.A.C. 6A:23-16.4.

14-01 Recommendation – That the Treasurer’s Bond be increased to \$200,000.

13. To Approve the following Corrective Action Plan regarding the 2013-2014 school audit:

14-01 Finding – It was noted that the Treasurer’s Bond is just below the minimum required amount per N.J.A.C. 6A:23-16.4.

14-01 Corrective Action – Increase the Treasurer’s Bond to \$200,000.

A Motion was made by Mrs. Septor and seconded by Mr. Oliver to Approve and/or Confirm Finance Items 1 – 12.

ROLL CALL VOTE:

Mr. Hetzel	Aye
Mrs. Septor	Aye
Mr. Oliver	Aye
Mr. Burton	Aye
Mr. Malden	Aye

P. PERSONNEL

1. To Approve the following staff as After-School/Title I substitute instructors/assistants:
 - a. Rachel Barry
 - b. Alexis Visicaro
 - c. Shannon Scott
 - d. Dawn Jauch
 - e. Amanda Owens
 - f. Kimberly Lambusta
 - g. Stephanie Cancglin
2. To Approve Corey Childers as a substitute teacher for the remainder of the 2014-2015 school year pending completion of each criminal history check and the applicant’s attestation he/she has not been convicted of any disqualifying crime pursuant to N.J.S.A.
3. To Confirm and Approve Jessica LaMonica as a temporary homebound instructor (5 hours per week; ending December 19, 2014).
4. To Approve Andrew Fullerton, Evan Kreuter, Joanne Putvinski and Michele Welch as Inclement/Dangerous Weather Hallway Monitors.

PERSONNEL (Continued)

A Motion was made by Mr. Burton and seconded by Mrs. Septor to Approve Personnel Items 1 (a – g) through 4.

ROLL CALL VOTE:

Mr. Hetzel	Aye
Mrs. Septor	Aye
Mr. Oliver	Aye
Mr. Burton	Aye
Mr. Malden	Aye

Q. PROGRAM

1. To Approve and Confirm the following field trip requests:

- | | |
|-----------------|--------------------------------------|
| a. Grade: | 4 th Grade |
| Destination: | Arbors Care Center, Toms River |
| Program: | Community Service |
| Date: | 12/15/14 |
| Time: | 1:30 p.m. to 2:40 p.m. |
| Transportation: | Bus |
| Cost: | None |
| b. Grade: | MD1 & MD2 |
| Destination: | Lehmann School, Lakewood |
| Program: | Service Learning |
| Date: | 12/17/14 |
| Time: | 9:30 a.m. to 12:30 p.m. |
| Transportation: | Bus |
| Cost: | None |
| c. Grade: | Kindergarten |
| Destination: | Jake's Branch County Park, Beachwood |
| Program: | Science |
| Date: | 04/29/15 |
| Time: | 9:30 a.m. to 1:30 p.m. |
| Transportation: | Bus |
| Cost: | None |

A Motion was made by Mr. Hetzel and seconded by Mrs. Septor to Approve Program Item 1 (a – c).

ROLL CALL VOTE:

Mr. Hetzel	Aye
Mrs. Septor	Aye
Mr. Oliver	Aye
Mr. Burton	Aye
Mr. Malden	Aye

ANNOUNCEMENTS

- | | |
|---|-----------------------------------|
| • Winter Concert | January 14, 2015 |
| • School Closed - Staff In-service | January 19, 2015 |
| • Abbreviated Day Students/Staff In-Service | February 13, 2015 |
| • President's Day | School Closed – February 16, 2015 |

COMMUNICATION FROM THE PUBLIC

The Board met with Kathy Winecoff, Representative of New Jersey School Boards Association, to review school ethics procedures and roles and responsibilities of Board Members.

ADJOURNMENT

A Motion was made by Mrs. Septor and seconded by Mr. Burton to adjourn the Regular Meeting of the Board of Education at 10:10 p.m.

ROLL CALL VOTE:

Mr. Hetzel	Aye
Mrs. Septor	Aye
Mr. Oliver	Aye
Mr. Burton	Aye
Mr. Malden	Aye

RESPECTFULLY SUBMITTED