

**MINUTES OF THE  
REGULAR MEETING  
LAKEHURST BOARD OF EDUCATION  
TUESDAY, MAY 19, 2015  
(HELD IN THE MEDIA CENTER OF THE LAKEHURST ELEMENTARY SCHOOL)**

**A. CALL TO ORDER - 7:00 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 January 9, 2015, posted on the bulletin board of the Borough Clerk and posted on the school bulletin board.

**B. PLEDGE OF ALLEGIANCE**

**C. ROLL CALL**

Mr. Malden	President	Present
Mr. Burton	Vice President	Present
Mr. Oliver	Member	Absent
Mrs. Septor	Member	Present
Mr. 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.

**CLOSED SESSION RESOLUTION**

WHEREAS, Section 8 of the Open Public Meetings Act, N.J.S.A. 10:4-12 (New Jersey Statutes Annotated) permits the exclusion of the Public from a Meeting in certain circumstances; and

WHEREAS, the public body is of the opinion that such circumstances presently exist,

NOW, THEREFORE, BE IT RESOLVED by the Lakehurst Board of Education in the County of Ocean and the State of New Jersey, as follows:

1. The public shall be excluded from discussion of and action upon the herein after specified subject matter(s).
2. The general nature of the subject matter to be discussed is as follows:  
Legal and Personnel
3. It is anticipated that the matter(s) discussed will not be made public at any foreseeable time in the future;
4. This Resolution shall become effective immediately.

**CLOSED SESSION** (Continued)

A Motion was made by Mr. Burton and seconded by Mrs. Septor to move on the above Resolution.

## ROLL CALL VOTE:

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

Time In: 7:02 p.m.

Time At Conclusion Of Closed Session: 7:34 p.m.

**D. APPROVAL OF MINUTES**

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

- Minutes of Work Session April 21, 2015
- Minutes of Regular and Closed Session Meeting April 21, 2015
- Minutes of Budget Adoption Meeting April 28, 2015

The Minutes of the Budget Adoption Meeting were not approved for lack of quorum.

## ROLL CALL VOTE:

Mr. Hetzel Aye 1 & 2, Abstain 3  
Mrs. Septor Aye  
Mr. Oliver Absent  
Mr. Burton Aye 1 & 2, Abstain 3  
Mr. Malden Aye

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

- The Board reported the continued talks with the Borough regarding development of empty lots on Pine Street.

**F. SUPERINTENDENT'S REPORT**

1. Enrollment Report:	<u>April 2015</u>	<u>April 2014</u>
Total Students	373	417

**G. ASSISTANT SUPERINTENDENT'S REPORT****H. VICE PRINCIPAL'S REPORT**

## 1. Fire Drill Report:

	<u>Date</u>	<u>Time</u>	<u>Duration</u>
a.	04/16/15	2:08 p.m.	58 seconds
b.	04/27/15	2:05 p.m.	51 seconds

**Exhibit: 14-19**

## 2. Security Drill: Non Fire Off Site Building Evacuation Drill

	<u>Date</u>	<u>Time</u>	<u>Duration</u>
	04/21/15	2:02 p.m.	15 min. 6 sec.

**Exhibit: 14-19**

## 3. HIB Report – April: 0 Investigations

**I. BUSINESS ADMINISTRATOR'S REPORT****J. CORRESPONDENCE TO AND FROM THE BOARD**

- Letters received from teachers for the contract renewals; and
- Correspondence received from the Girl Scouts of America thanking the Board for cooperation and facilities usage.

**K. PUBLIC COMMENTS ON AGENDA ITEMS**

- Mrs. Gilby asked for clarification on the Honor Celebration; and
- Mrs. Hodges questioned whether Manchester was contacted regarding possible feasibility study.

**L. OLD BUSINESS****M. NEW BUSINESS****N. BOARD BUSINESS**

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

- a. Organization Name: Student Activities  
 Organization Address: Lakehurst Elementary School  
 Date(s) Desired: 05/07/15 – 05/08/15  
 Time Desired: All Day  
 Proposed Use: Mother's Day Plant Sale  
 Equipment Requested: Lobby, chairs & tables
- b. Organization Name: LES PTA  
 Organization Address: 301 Union Avenue, Lakehurst  
 Date(s) Desired: 05/14/15  
 Time Desired: 7:00 a.m. to 8:30 a.m.  
 Proposed Use: Teacher Appreciation Breakfast  
 Equipment Requested: Media Center
- c. Organization Name: LES PTA  
 Organization Address: 301 Union Avenue, Lakehurst  
 Date(s) Desired: 05/19/15 – 05/22/15  
 Time Desired: 8:00 a.m. to 3:00 p.m.  
 05/20/15 5:30 p.m. – 8:30 p.m.  
 Proposed Use: Book Fair  
 Equipment Requested: Media Center
- d. Organization Name: Lakehurst Elementary School Chorus  
 Organization Address: 301 Union Avenue, Lakehurst  
 Date(s) Desired: 06/01/15 – 06/02/15  
 Time Desired: 7:30 a.m. to 8:00 a.m.  
 Proposed Use: Rehearsal  
 Equipment Requested: Gym
- e. Organization Name: 8<sup>th</sup> Grade Class  
 Organization Address: 301 Union Avenue, Lakehurst  
 Date(s) Desired: 06/03/15  
 Time Desired: 6:00 p.m. to 9:00 p.m.  
 Proposed Use: 8<sup>th</sup> Grade Poetry Coffeehouse  
 Equipment Requested: Media Center, Projection/Laptop, Speakers
- f. Organization Name: Lakehurst Elementary School Chorus  
 Organization Address: 301 Union Avenue, Lakehurst  
 Date(s) Desired: 06/04/15  
 Time Desired: 7:30 a.m. to 8:00 a.m.  
 Proposed Use: Rehearsal  
 Equipment Requested: Gym

**BOARD BUSINESS** (Continued)

- g. Organization Name: Lakehurst Preschool  
 Organization Address: 301 Union Avenue, Lakehurst  
 Date(s) Desired: 06/09/15  
 Time Desired: 9:30 a.m. to 11:00 a.m.  
 Proposed Use: Field Day  
 Equipment Requested: Gym/Playground
- h. Organization Name: Lakehurst Elementary Chorus  
 Organization Address: 301 Union Avenue, Lakehurst  
 Date(s) Desired: 06/09/15  
 Time Desired: 2:15 p.m. to 3:45 p.m.  
 Proposed Use: Dress Rehearsal  
 Equipment Requested: Gym
- i. Organization Name: Lakehurst Band and Chorus  
 Organization Address: 301 Union Avenue, Lakehurst  
 Date(s) Desired: 06/10/15  
 Time Desired: 9:15 a.m.  
 Proposed Use: Spring Daytime Concert  
 Equipment Requested: Gym
- j. Organization Name: Lakehurst Band and Chorus  
 Organization Address: 301 Union Avenue, Lakehurst  
 Date(s) Desired: 06/10/15  
 Time Desired: 6:00 p.m. to 8:50 p.m.  
 Proposed Use: Spring Evening Concert  
 Equipment Requested: Gym
- k. Organization Name: LEA  
 Organization Address: 301 Union Avenue, Lakehurst  
 Date(s) Desired: 06/16/15  
 Time Desired: 3:00 p.m. to 4:00 p.m.  
 Proposed Use: Staff Celebration  
 Equipment Requested: Media Center
- l. Organization Name: Lakehurst Preschool  
 Organization Address: 301 Union Avenue, Lakehurst  
 Date(s) Desired: 06/18/15  
 Time Desired: 9:30 a.m. to 11:00 a.m.  
 Proposed Use: Move Up Day  
 Equipment Requested: Gym

2. To Approve abbreviated days on June 17<sup>th</sup>, 18<sup>th</sup>, 19<sup>th</sup> and 22<sup>nd</sup> for the 2014-2015 school year.

3. To Approve an updated 2015-2016 school year calendar as per Exhibit.

**Exhibit: 14-20**

A Motion was made by Mrs. Septor and seconded by Mr. Burton to Confirm and Approve Board Business Items 1 (a - l), 2 - 3.

## ROLL CALL VOTE:

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

**BOARD BUSINESS** (Continued)

4. To Approve authorization for the Board Secretary to obtain quotes for a feasibility study for the attendance of Lakehurst Elementary Middle School students to attend Manchester Middle School.

A Motion was made by Mr. Burton and seconded by Mrs. Septor to Approve Board Business Item 4.

## ROLL CALL VOTE:

Mr. Hetzel     Nay  
 Mrs. Septor   Nay  
 Mr. Oliver     Absent  
 Mr. Burton    Nay  
 Mr. Malden    Nay

**O. FINANCE**

1. To Approve for Payment of Bills listed on the Bill Resolution dated April 30, 2015, totaling \$811,199.83.
2. To Accept the Secretary's Report A-148 for April 30, 2015, with a Cash Balance of \$3,642,343.36.
3. To Accept the Treasurer's Report A-149 for April 30, 2015, with a Cash Balance of \$3,642,343.36.
4. To Accept the Certification of No Over-expenditures:  
 Pursuant to N.J.A.C. 6A:22-2.11(c)3, I, Barry Parlman, Board Secretary, certify that as of April 30, 2015, 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.

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Board Secretary

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Date

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 April 30, 2015, 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>
11-999-262-621	Natural Gas	-772.00
11-999-262-490	OOMP – OPPS	772.00
11-999-291-250	EmpBenefits-Unempl	-2,400.00
11-999-291-241	Other Retirement	2,400.00
11-999-291-270	EmpBenefits	-22,852.00
11-999-230-339	GenAdmin	-5000.00
11-999-230-530	GenAdmin Communications	5,000.00

FINANCE (Continued)

50-910-xxx-xxx	EntFood Service	21,852.00
11-999-261-610	AllowMaint Gen'l Supplies	1,000.00
11-999-270-515	Trans. Contr. Servs. SpEd	-5,932.00
11-999-270-512	Trans. Contr. Servs.	-4,118.00
11-999-270-513	Trans. Contr. Servs. JT	10,050.00

7. To Approve Tuition for Out-of-District Special Education Placement for School Year 2015-2016 as follows:

<u>Student NJ State ID</u>	<u>School/Location</u>	<u>Tuition Cost</u>
4610127697	The Education Academy/ Lanoka Harbor	\$49,646.10

8. To approve a three (3) credit course and tuition reimbursement for Mr. Loder at a cost of \$1,153.80 as per negotiated agreement.

A Motion was made by Mrs. Septor and seconded by Mr. Hetzel to Accept, Approve and Confirm Finance Items 1 – 8.

## ROLL CALL VOTE:

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

**P. PERSONNEL**

- To Approve a Family Medical Leave Act Leave of Absence for Mrs. Stage effective May 14, 2015.
- To Approve the 2015-2016 Stipend Positions as per Exhibit. **Exhibit: 14-21**
- To Approve the 2015 Extended Summer Year Positions as per Exhibit. **Exhibit: 14-22**
- 'To Approve adjusting Mrs. LaMonica's maternity leave effective date of June 8, 2015 to June 1, 2015.

A Motion was made by Mrs. Septor and seconded by Mr. Burton to Approve Personnel Items 1 - 4.

## ROLL CALL VOTE:

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

**Q. PROGRAM**

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

- a. Grade: Track  
Destination: Central Regional High School  
Program: Track Meet  
Date: 05/02/15  
Time: 8:30 a.m. to 2:00 p.m.  
Transportation: Bus  
Cost: N/A
- b. Grade: Track  
Destination: Manchester Twp. High School  
Program: Intrasquad Track Meet  
Date: 05/20/15  
Time: 3:15 p.m. to 4:45 p.m.  
Transportation: Bus  
Cost: N/A
- c. Grade: 3<sup>rd</sup>, 4<sup>th</sup> & 5<sup>th</sup>  
Destination: L.M.S.A. Soccer Complex. Manchester  
Program: Field Day  
Date: 05/21/15  
Time: 9:00 a.m. to 1:30 p.m.  
Transportation: Bus  
Cost: N/A
- d. Grade: 5<sup>th</sup>  
Destination: Joint Base Lakehurst, NJ  
Program: Deployment Line Program  
Date: 05/29/15  
Time: 8:30 a.m. to 1:30 p.m.  
Transportation: Bus  
Cost: N/A
- e. Grade: Safety Patrol  
Destination: Lakewood Lanes & Fortune Buffet  
Program: Safety  
Date: 05/29/15  
Time: 9:30 a.m. to 1:15 p.m.  
Transportation: Bus  
Cost: \$13.00/Student
- f. Grade: 3<sup>rd</sup>  
Destination: Cape May Zoo  
Program: Life Science - Habitats  
Date: 06/03/15  
Time: 9:00 a.m. to 2:00 p.m.  
Transportation: Bus  
Cost: \$2.50/Student to be financed by students
- g. Grade: Gifted and Talented  
Destination: Princeton Museum of Art  
Program: Art and Architecture  
Date: 06/04/15  
Time: 9:00 a.m. to 2:30 p.m.  
Transportation: Bus  
Cost: N/A

**PROGRAM** (Continued)

h. Grade:	6 <sup>th</sup> , 7 <sup>th</sup> , and 8 <sup>th</sup>
Destination:	Veteran's Park, Bayville, NJ
Program:	Field Day
Date:	06/05/15
Time:	8:45 a.m. to 1:45 p.m.
Transportation:	Bus
Cost:	\$50.00
i. Grade:	Preschool
Destination:	Lake Horicon, Lakehurst, NJ
Program:	Spring Unit
Date:	06/15/15
Time:	9:30 a.m. to 10:30 p.m.
Transportation:	Walking
Cost:	N/A

A Motion was made by Mr. Burton and seconded by Mr. Hetzel to Approve Program Items 1 (a-c, d was canceled) and e- i).

## ROLL CALL VOTE:

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

**R. POLICY**

- To Approve the first reading of the following bylaws, policies and regulations:

Bylaw 0134	Board Self-Evaluation
Bylaw 0152	Board Officers
Policy 3212	Attendance
Policy 4212	Attendance
Policy 3218	Substance Abuse
Policy 4218	Substance Abuse
Policy 5200	Attendance
Policy 8630	Bus Driver/Bus Driver Responsibility
Policy 8441	Care of Injured and Ill Persons
Regulation 3218	Substance Abuse
Regulation 4218	Substance Abuse
Regulation 5200	Attendance
Regulation 8630	Bus Driver/Bus Driver Responsibility

A Motion was made by Mrs. Septor and seconded by Mr. Burtotn to Approve Policy Item 1.

## ROLL CALL VOTE:

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



**ANNOUNCEMENTS**

- 8<sup>th</sup> Grade Poetry Coffeehouse                      June 3, 2015
- Board of Education Meeting                              June 9, 2015
- Honor Roll Recognition Night                              June 16, 2015
- Last Day of School    June 22, 2015
- Graduation – Manchester High School                      June 22, 2015

**COMMUNICATION FROM THE PUBLIC**

**ADJOURNMENT**

A Motion was made by Mrs. Septor and seconded by Mr. Burton to adjourn the Regular Meeting of the Board of Education at 8:05 p.m.

ROLL CALL VOTE:

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

RESPECTFULLY SUBMITTED