

**BOARD OF EDUCATION
OF THE BOROUGH OF INTERLAKEN
REGULAR MEETING**

**March 13, 2022, 6:00 PM
AGENDA**

1.0 CALL TO ORDER

Dr. Abrams called the March 13, 2023, meeting to order at 6:00 PM.

SUNSHINE NOTICE:

In accordance with the requirements of the Open Public Meetings Act, I wish to announce that:

“The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advance notice of and to attend the meeting of bodies at which any business affecting their interests is discussed or acted upon. Adequate notice of this Meeting of the Board of Education of the Borough of Interlaken was published in the Asbury Park Press and was delivered to the Municipal Clerk, Borough of Interlaken, in accordance with PL 1975, Ch. 231A.”

ROLL CALL:

| | | |
|------------------|----------|----------------------------|
| ➤ Mr. Ludwig | Yes__X__ | No_____ |
| ➤ Ms. Barrett | Yes_____ | No__X__ Arrived at 6:02 PM |
| ➤ Mr. Cohen | Yes__X__ | No_____ |
| ➤ Mr. Schoonover | Yes__X__ | No_____ |
| ➤ Dr. Abrams | Yes__X__ | No_____ |

2.0 FLAG SALUTE

3.0 COMMUNICATIONS

- Emails related to the WLB Pre-K program

4.0 OLD BUSINESS

- June 30, 2022 Audit - Presentation

5.0 NEW BUSINESS

- 2023-2024 Budget Presentation - Tentative Budget

6.0 APPROVE MINUTES

It was motioned by Mr. Cohen, seconded by Ms. Barrett to approve the following minutes:

January 16, 2023

| | | |
|------------------|----------|---------|
| ➤ Mr. Ludwig | Yes__X__ | No_____ |
| ➤ Ms. Barrett | Yes__X__ | No_____ |
| ➤ Mr. Cohen | Yes__X__ | No_____ |
| ➤ Mr. Schoonover | Abstain | |

➤ Dr. Abrams Yes__C____ No_____

7.0 RESOLUTIONS

A. Approval of the 2023-2024 Tentative Budget

It was motioned by Mr. Ludwig, seconded by Mr. Schoonover to approve the following:

Recommend Board adoption of the 2023 – 2024 Tentative Budget:

BE IT RESOLVED that the tentative budget be approved for the 2023-2024 School Year using the 2023-2024 state aid figures and the School Business Administrator/Board Secretary be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

| | | |
|------------------------------------|--|-----------------|
| | | General Fund |
| 2023-2024 Total Expenditures | | \$1,273,880 |
| Less: Anticipated Revenues | | \$151,610 |
| Taxes to be Raised | | \$1,122,270 |

And to advertise said tentative budget in the Asbury Park Press in accordance with the form required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at Borough of Interlaken Borough Hall located at 100 Grassmere Ave, Interlaken, NJ 07712 on May 1, 2023 at 6:00 PM for the purpose of conducting a public hearing on the budget for the 2023-2024 School Year.

Use of Banked Cap

BE IT RESOLVED that the Interlaken Board of Education includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.1(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$243,521 for the purpose of tuition contract increases and student enrollment increases. The district intends to complete said purposes by June 2024.

Adjustment for Enrollment

BE IT RESOLVED that the Interlaken Board of Education includes in the final budget the adjustment for enrollment in the amount of \$148,540. The district intends to utilize this adjustment for tuition necessary for additional students.

Travel and Related Expense Reimbursements

WHEREAS, the Interlaken 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, a Board of Education may establish, for regular district business travel as defined in N.J.A.C. 6A:23A-1.2, which includes attendance at regularly scheduled in-State county meetings, Department or Association sponsored events or in-State professional development activities for which the registration fee does not exceed \$150.00 per employee or board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$1,500 in a given school year (July 1 through June 30); and

WHEREAS, the Interlaken Board of Education established \$500 as the maximum travel amount for the current school year and has expended \$0 as of this date; now

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$500 for the 2023-2024 school year.

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| ➤ Mr. Ludwig | Yes <u> X </u> | No <u> </u> |
| ➤ Ms. Barrett | Yes <u> X </u> | No <u> </u> |
| ➤ Mr. Cohen | Yes <u> X </u> | No <u> </u> |
| ➤ Mr. Schoonover | Yes <u> X </u> | No <u> </u> |
| ➤ Dr. Abrams | Yes <u> X </u> | No <u> </u> |

B. Approval of a Bill List

It was motioned by Ms. Barrett, seconded by Mr. Cohen to approve the following Bill list:

General Fund - \$192,314.57

January 2023 Payroll - \$1,659.59

February 2023 Payroll - \$1,659.59

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|------------------|------------------|------------------|
| ➤ Mr. Ludwig | Yes <u> X </u> | No <u> </u> |
| ➤ Ms. Barrett | Yes <u> X </u> | No <u> </u> |
| ➤ Mr. Cohen | Yes <u> X </u> | No <u> </u> |
| ➤ Mr. Schoonover | Yes <u> X </u> | No <u> </u> |
| ➤ Dr. Abrams | Yes <u> X </u> | No <u> </u> |

C. Financial Reports

It was motioned by Mr. Schoonover, seconded by Mr. Ludwig to approve the following financial reports:

Report of the Board Secretary/Treasurer Dated:

- December 31, 2022

That the listed budget transfer(s) be authorized in accordance with N.J.S.A. 18A:22-8.1 as attached:

Monthly Budgetary Line-Item Status Certification: Be it resolved that the Board Secretary for the Board of Education of the Borough of Interlaken certifies that, pursuant to N.J.A.C. 6A:23A-16.10(c)(3), as of June 30, 2022, that no line item account has encumbrances and expenditures, which in total exceed the

line item appropriate in violation of N.J.A.C. 6A:23A-16.10(a); and

Be it further resolved, that the Board of Education of the Borough of Interlaken certifies that, pursuant to N.J.A.C. 6A:23A-16.10(c)(4), after review of the Board Secretary's monthly financial report and upon consultation with the appropriate District official that to the best of its knowledge no major account or fund has been over-expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.

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| ● Mr. Ludwig | Yes <u>X</u> | No _____ |
| ● Ms. Barrett | Yes <u>X</u> | No _____ |
| ● Mr. Cohen | Yes <u>X</u> | No _____ |
| ● Mr. Schoonover | Yes <u>X</u> | No _____ |
| ● Dr. Abrams | Yes <u>X</u> | No _____ |

D. Approval of a Contract - MOESC Coordinated Transportation 2023-2028

It was motioned by Ms. Barrett, seconded by Cohen to approve the following contract:

Recommend Board approval of the following contract with MOESC:

This Agreement, made this 13th day of March 2023 by and between: Monmouth-Ocean Educational Services Commission, with offices at 900 Green Grove Rd, Tinton Falls, New Jersey 07712 (hereinafter referred to as the "MOESC"), and the Interlaken Board of Education, with offices at 100 Grassmere Ave., Interlaken, NJ 07712 (hereinafter referred to as "Board of Education").

RECITALS

- A. The Board of Education desires to transport special education, nonpublic, public and /or vocational school students to specific destinations.
- B. The MOESC offers coordinated transportation services.
- C. The MOESC will organize and schedule routes to achieve the maximum cost effectiveness.

NOW, THEREFORE, it is agreed that in consideration of prorated contract costs calculated by the billing formula adopted by the MOESC, plus an administrative fee of 5.5 percent (5.5%), Interlaken Board of Education shall pay the MOESC for transportation services rendered. Said formula shall be based on the number of students and a per pupil mile ratio encumbering any special requirements specified by participating districts.

1. The MOESC will provide the following services:
 - a. Routes coordinated with other districts, whenever possible, to achieve a maximum cost reduction while maintaining a realistic capacity and travel time;
 - b. An estimated fee for all routes based on a ratio of the number of students and student mileage. It is understood that initial transportation charges are estimates based on initial mileage and ridership and thereby subject to changes as the number of students and/or mileage increases and/or decreases.
 - c. Monthly billing and invoices;
 - d. A report of students for all routes coordinated by MOESC;
 - e. All necessary interaction and communication between the sending district, receiving school, and respective transportation contractors;

- f. Constant review and revision of routes;
 - g. Provide transportation within three (3) days or sooner after receipt of the formal written request.
2. It is further agreed that the Interlaken Board of Education will provide the MOESC with the following:
- a. Requests for special transportation on approved forms to be provided by the MOESC, completed in full and signed by authorized district personnel;
 - b. Withdrawal for any transportation **must be provided in writing** and signed by authorized district personnel; no billing adjustments will be made without this completed form and will become effective on the date the form is received.
 - c. Additional Cost - all additional costs generated by unique requests such as mid-day runs or early dismissals will be borne by the district making the request. All such costs must first be approved by the Interlaken Board of Education.
 - d. Length of Agreement - this agreement and obligations and requirements therein shall be in effect between **July 1, 2023 and June 30, 2028**.
 - e. Entire Agreement – this Agreement constitutes the entire and only agreement between the parties and may be amended by any instrument in writing over authorized signature.
3. It is further agreed by the Board of Education to the following:
- a. Upon the execution of this Agreement, it is agreed that MOESC’s school bus contractor, selected pursuant to the public bidding law, shall exclusively provide pupil transportation services for the identified student during the term of the contract.
 - b. The Board of Education may terminate this contract only for good cause. Good cause shall not be defined to include a lesser transportation cost alternative available to the Board of Education during the term of the Contract. Good cause includes, but shall not be limited to the following: (1) the student’s parent electing to provide transportation for the student for the entire contract term; (2) the student no longer requires the transportation services because the student does not need to travel to the transportation contract’s destination because the student’s education plan has changed, the school assignment is changed for education-based reasons, the student has moved from the school district, the student’s pupil transportation is merged with other route(s) to reduce cost, or for other good cause shown.
 - c. The parties to this Agreement acknowledge that the school bus contractor, who is providing or to be providing pupil transportation services as contemplated in this Agreement, is an “intended third-party beneficiary” of the within contract between MOESC and the Board of Education. In the event that the Board of Education should breach this Agreement, the school bus contractor shall have the right to commence legal action against the Board of Education as a result of such breach and may seek compensatory damages, or any other relief that may be appropriate.
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| ➤ Mr. Ludwig | Yes <u> X </u> | No _____ |
| ➤ Ms. Barrett | Yes <u> X </u> | No _____ |
| ➤ Mr. Cohen | Yes <u> X </u> | No _____ |
| ➤ Mr. Schoonover | Yes <u> X </u> | No _____ |
| ➤ Dr. Abrams | Yes <u> X </u> | No _____ |

E. Acceptance of Comprehensive Annual Financial Report

It was motioned by Mr. Schoonover, seconded by Mr. Ludwig to approve the following:

Recommend the Board accept the June 30, 2022 Comprehensive Annual Financial Report for the 2021-2022 school year with an unqualified opinion and one audit recommendations.

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| ➤ Mr. Ludwig | Yes <u> X </u> | No <u> </u> |
| ➤ Ms. Barrett | Yes <u> X </u> | No <u> </u> |
| ➤ Mr. Cohen | Yes <u> X </u> | No <u> </u> |
| ➤ Mr. Schoonover | Yes <u> X </u> | No <u> </u> |
| ➤ Dr. Abrams | Yes <u> X </u> | No <u> </u> |

F. Approval of Corrective Action Plan

It was motioned by Mr. Schoonover, seconded by Mr. Ludwig to approve the following:

Recommend the Board approve the Corrective Action Plan for the June 30, 2022 Comprehensive Annual Financial Report.

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|------------------|------------------|------------------|
| ➤ Mr. Ludwig | Yes <u> X </u> | No <u> </u> |
| ➤ Ms. Barrett | Yes <u> X </u> | No <u> </u> |
| ➤ Mr. Cohen | Yes <u> X </u> | No <u> </u> |
| ➤ Mr. Schoonover | Yes <u> X </u> | No <u> </u> |
| ➤ Dr. Abrams | Yes <u> X </u> | No <u> </u> |

8.0 PUBLIC COMMENT

- Comments related to the Shore Regional and West Long Branch contracts

9.0 EXECUTIVE SESSION

It was motioned by Mr. Cohen, seconded by Mr. Ludwig to go into closed executive session to discuss matters of at 6:40 PM:

- Contract matters - Shore Regional and West Long Branch
- Student Matter - Services
- Personnel - Contract

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| ➤ Mr. Ludwig | Yes <u> X </u> | No <u> </u> |
| ➤ Ms. Barrett | Yes <u> X </u> | No <u> </u> |
| ➤ Mr. Cohen | Yes <u> X </u> | No <u> </u> |
| ➤ Mr. Schoonover | Yes <u> X </u> | No <u> </u> |
| ➤ Dr. Abrams | Yes <u> X </u> | No <u> </u> |

It was motioned by Mr. Cohen, seconded by Ms. Barrett to return from closed executive session at 7:44 PM

10.0 ADJOURNMENT

It was motioned by Mr. Cohen, seconded by Ms. Barrett to adjourn the meeting at 7:45 PM.

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| ➤ Mr. Ludwig | Yes <u>X</u> | No _____ |
| ➤ Ms. Barrett | Yes <u>X</u> | No _____ |
| ➤ Mr. Cohen | Yes <u>X</u> | No _____ |
| ➤ Mr. Schoonover | Yes <u>X</u> | No _____ |
| ➤ Dr. Abrams | Yes <u>X</u> | No _____ |