

**INTERLAKEN BOARD OF EDUCATION  
REORGANIZATION/REGULAR MEETING  
JANUARY 7, 2013, 7:00 p.m.  
MINUTES**

- 1.0** Mrs. Wong called the January 7, 2013, reorganization meeting to order at 7:07 p.m.

**SUNSHINE NOTICE:**

I hereby declare that the notice of this meeting 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:**

- |                  |                   |                  |
|------------------|-------------------|------------------|
| • Mrs. Handerhan | Yes <u>  X  </u>  | No <u>      </u> |
| • Mrs. Walters   | Yes <u>      </u> | No <u>  X  </u>  |
| • Mrs. Watt      | Yes <u>  X  </u>  | No <u>      </u> |
| • Mrs. Weeden    | Yes <u>      </u> | No <u>  X  </u>  |
| • Mrs. Wong      | Yes <u>  X  </u>  | No <u>      </u> |

**2.0 PUBLIC COMMENTS ON RECOMMENDATIONS**

*The following procedures will be observed: Stand and state your name and address. The Board President, if necessary, will establish reasonable timelines that are fair to all.*

- None

**3.0 RESULTS OF ELECTION**

The annual election of the Interlaken Board of Education was held on Tuesday, November 6<sup>th</sup>, 2012, at the Interlaken Borough Hall. Mrs. Watt and Mrs. Weeden were elected to full three year terms.

It was motioned by Mrs. Wong, seconded by Mrs. Handerhan, to accept the results of the election as stated above for entry into the minutes of the reorganization meeting.

The results of the election were approved by the following roll call vote:

AYES: (3) Mrs. Handerhan, Mrs. Watt, Mrs. Wong

NOES: (0)

ABSTENTIONS: (0)

#### **4.0 ADMINISTER OATH OF OFFICE**

The oath of office was administered by the Board Secretary to the following:

- Mrs. Watt
- Mrs. Weeden (absent)

#### **5.0 NOMINATIONS FOR PRESIDENT**

Nominations opened for President:

Mrs. Wong was nominated by Mrs. Watt and seconded by Mrs. Handerhan for President.

Mrs. Wong was approved as President by the following roll call vote:

AYES: (3) Mrs. Handerhan, Mrs. Watt, Mrs. Wong

NOES: (0) ABSTENTIONS: (0)

#### **6.0 NOMINATIONS FOR VICE PRESIDENT**

Nominations opened for Vice President.

Mrs. Handerhan was nominated by Mrs. Wong and seconded by Mrs. Watt for Vice President.

Mrs. Handerhan was approved as Vice President by the following roll call vote:

AYES: (3) Mrs. Handerhan, Mrs. Watt, Mrs. Wong

NOES: (0) ABSTENTIONS: (0)

#### **7.0 APPOINTMENTS**

It was motioned by Mrs. Watt, seconded by Mrs. Wong, to approve the following:

RESOLUTION: WHEREAS, there exists a need for a Board of Education Auditor, Attorney and Insurance Agent; and

WHEREAS, funds are available for this purpose, and the Local Public Schools Contract Law authorizes the contracting of such professional services without competitive bidding; now, therefore,

BE IT RESOLVED, by the Board of Education of the Borough of Interlaken, that the Board of Education hereby authorizes the engagement of the following professional services:

- Mr. Allen Schechter, CPA, as Board Auditor;

## 7.0 Continued...

- Mr. Anthony Sciarrillo, Esq., as Board Attorney with no retainer fee;
- The insurance services of the New Jersey School Boards Association Insurance Group as Insurance Agent.

These appointments, in place until the 2014 reorganization meeting, are made without competitive bidding as exempt under the Public School Contracts Law and are contingent on receipt of newly-required Political Contribution Disclosure information.

The appointments were approved by the following roll call vote:

AYES: (3) Mrs. Handerhan, Mrs. Watt, Mrs. Wong

NOES: (0)                      ABSTENTIONS: (0)

## 8.0 DEPOSITORY

It was motioned by Mrs. Handerhan, seconded by Mrs. Wong, to approve the following:

BE IT RESOLVED, that PNC Bank and JP Morgan Chase Bank are hereby designated as depositories for funds of the Board of Education, Borough of Interlaken, for the ensuing year, and

BE IT FURTHER RESOLVED, that an account or accounts in the name of the Board of Education of the Borough of Interlaken be maintained at any of said banks for Board of Education deposits, and that the bank is hereby authorized to make payments from the notes and acceptances of the General Fund of the Board of Education of the Borough of Interlaken signed by the Board President or Vice President and Board Secretary, and of the Unemployment Trust Account signed by the President or Vice President and Board Secretary.

The depository was approved by the following roll call vote:

AYES: (3) Mrs. Handerhan, Mrs. Watt, Mrs. Wong

NOES: (0)                      ABSTENTIONS: (0)

## 9.0 MEETING SCHEDULE

It was motioned by Mrs. Wong, seconded by Mrs. Handerhan, to approve the following:

BE IT RESOLVED by the Board of Education of the Borough of Interlaken that the regular monthly meeting shall be held on Mondays at 7:00 p.m. in Borough Hall as listed below:

- February 25, 2013
- March 25, 2013 (Tentative Budget Hearing)

**9.0 Continued...**

- April 22, 2013
- May 20, 2013
- June 24, 2013
- July 22, 2013
- August 19, 2013
- September 23, 2013
- October 21, 2013
- November 18, 2013
- December 16, 2013

Circumstances may require rescheduling of meetings. In such case, notice will be given as provided in the Open Public Meetings Act.

The meeting schedule was approved by the following roll call vote:

AYES: (3) Mrs. Handerhan, Mrs. Watt, Mrs. Wong

NOES: (0)                      ABSTENTIONS: (0)

**10.0 OFFICIAL NEWSPAPERS**

It was motioned by Mrs. Watt, seconded by Mrs. Handerhan, to approve the Asbury Park Press as the official newspaper.

The official newspaper was approved by the following roll call vote:

AYES: (3) Mrs. Handerhan, Mrs. Watt, Mrs. Wong

NOES: (0)                      ABSTENTIONS: (0)

**11.0 APPOINTMENTS**

It was motioned by Mrs. Watt, seconded by Mrs. Handerhan, to make the following appointments:

Representative to NJ and Monmouth County SBA: Meredith Wong  
Affirmative Action Officer:                      School Business Administrator  
Public Agency Compliance Officer:                      School Business Administrator

The appointments were approved by the following roll call vote:

AYES: (3) Mrs. Handerhan, Mrs. Watt, Mrs. Wong

NOES: (0)                      ABSTENTIONS: (0)

## **REGULAR MEETING:**

### **1.0 APPROVE MINUTES**

It was motioned by Mrs. Wong, seconded by Mrs. Handerhan, to approve the following minutes:

- December 17, 2012

The minutes were not approved and will be tabled until the next meeting due to the following roll call vote:

AYES: (2) Mrs. Handerhan, Mrs. Wong

NOES: (0) ABSTENTIONS: (1) Mrs. Watt

### **2.0 BILL PAYMENT**

It was motioned by Mrs. Wong, seconded by Mrs. Handerhan, to pay bills for January 2013 as presented.

The bill list was approved by the following roll call vote:

AYES: (3) Mrs. Handerhan, Mrs. Watt, Mrs. Wong

NOES: (0) ABSTENTIONS: (0)

### **3.0 FINANCIAL REPORTS**

It was motioned by Mrs. Handerhan, seconded by Mrs. Wong, to accept the following financial reports:

- Report of the Board Secretary/Treasurer Dated:

- December 31, 2012

The financial reports were approved by the following roll call vote:

AYES: (3) Mrs. Handerhan, Mrs. Watt, Mrs. Wong

NOES: (0) ABSTENTIONS: (0)

#### **4.0 MOTIONS**

Mrs. Watt motioned, seconded by Mrs. Handerhan to approve items A-B below:

##### **A. SPECIAL EDUCATION PLACEMENT**

Approve the following special education out-of-district placement per the student's IEP beginning January 2, 2013 for the remainder of the 2012-2013 school year:

Student I                      SEARCH Day Program

##### **B. TRANSPORTATION SERVICES**

Approve the joint transportation agreement with Red Bank Regional to transport resident students to Red Bank Regional High School for the 2012-2013 school year at costs as follows:

Route – Late Run #L004 – 5 students                      -                      \$1,535.45

Items A-B were approved by the following roll call vote:

AYES: (3) Mrs. Handerhan, Mrs. Watt, Mrs. Wong

NOES: (0)                      ABSTENTIONS: (0)

#### **5.0 OLD BUSINESS**

- None

#### **6.0 NEW BUSINESS**

- None

#### **7.0 PUBLIC PARTICIPATION**

- None

**8.0 CLOSED EXECUTIVE SESSION**

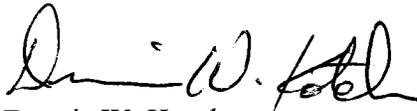
On motion by Mrs. Watt, seconded by Mrs. Handerhan the board recessed into closed executive session at 7:29 p.m. to discuss personnel matters.

On motion by Mrs. Wong, seconded by Mrs. Watt the board reconvened into regular session at 7:53 p.m.

**9.0 ADJOURNMENT**

It was motioned by Mrs. Wong, seconded by Mrs. Watt to adjourn the meeting at 7:54p.m.

Respectfully Submitted,



Dennis W. Kotch  
Business Administrator/Board Secretary