

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

July 31, 2017, 7:00 p.m.

AGENDA

1.0 CALL TO ORDER

Mr. Schoonover called the July 31, 2017, meeting to order at 7:00 p.m.

President Reads

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 insure 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 Regular Monthly 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.”

Business Administrator Reads

ROLL CALL:

- | | | |
|------------------|--------------|-------------|
| • Dr. Abrams | Yes <u>X</u> | No _____ |
| • Mr. Schoonover | Yes <u>X</u> | No _____ |
| • Mrs. Montanari | Yes <u>X</u> | No _____ |
| • Mr. Cohen | Yes <u>X</u> | No _____ |
| • Ms. Barrett | Yes _____ | No <u>X</u> |

2.0 FLAG SALUTE

3.0 REPORT FROM THE BUSINESS ADMINISTRATOR

Ms. Lowell spoke to the Board about utilizing the 2016-2017 Extraordinary Aid towards a new out of district placement. She will add this resolution to the August agenda.

4.0 COMMUNICATIONS

None

5.0 OLD BUSINESS

None

6.0 NEW BUSINESS

- o The Board of Education wished to thank Mrs. O’Halloran for her years of service.
- o The Board of Education welcomed Ms. Lowell as the new Business Administrator.

7.0 APPROVE MINUTES

It was motioned by Mrs. Montanari, seconded by Mr. Cohen to approve the following minutes:

➤ May 25, 2017

- Dr. Abrams Yes X No
- Mr. Schoonover Yes X No
- Mrs. Montanari Yes X No
- Mr. Cohen Yes X No

AYES: (4) Dr. Abrams, Mr. Schoonover, Mrs. Montanari, Mr. Cohen

NOES: (0)

ABSTENTIONS: (0)

8.0 BILL PAYMENT

It was motioned by Mrs. Montanari, seconded by Mr. Cohen, to pay bills for June 26, 2017 and July 31, 2017, as presented.

- Dr. Abrams Yes X No
- Mr. Schoonover Yes X No
- Mrs. Montanari Yes X No
- Mr. Cohen Yes X No

AYES: (4) Dr. Abrams, Mr. Schoonover, Mrs. Montanari, Mr. Cohen

NOES: (0)

ABSTENTIONS: (0)

9.0 FINANCIAL REPORTS

It was motioned by Dr. Abrams, seconded by Mrs. Montanari, to accept the following financial report:

- Report of the Board Secretary/Treasurer Dated:

o May 31, 2017

<u>Date Effective</u>	<u>Transfers</u>	<u>To</u>	<u>From</u>
5/31/2017			
1) 11-000-213-300	Purchased Health Svcs.	\$30,192.32	
2) 11-000-100-56 1	Tuition to LEA’s Regular		\$30,192.32

3)	11-000-100-563	Tuition to Cty. Voc-Reg.	\$3,790.00	
4)	11-000-100-566	Private S/E Tuition	\$770.00	
5)	11-000-270-511	Vendor Transp. Regular	\$1,264.12	
6)	11-000-270-517	MOESC Reg. Transport	\$7,938.64	
7)	11-000-100-561	Tuition to LEA's Regular		\$9,762.76
8)	11-000-219-320	Purch. IEP Svcs.		\$4,000.00

- 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 May 31, 2017, 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.

- Dr. Abrams Yes X No _____
- Mr. Schoonover Yes X No _____
- Mrs. Montanari Yes X No _____
- Mr. Cohen Yes X No _____

AYES: (4) Dr. Abrams, Mr. Schoonover, Mrs. Montanari, Mr. Cohen

NOES: (0)

ABSTENTIONS: (0)

10.0 FORMAL RESOLUTIONS

A. APPROVE REVISED SHARED BUSINESS SERVICES AGREEMENT FOR 2017-2018

It was motioned by Dr.Abrams, seconded by Mr. Cohen, to accept the following:

BE IT RESOLVED, that the Board of Education of Interlaken approve the Shared Services Agreement with the Interlaken Board of Education for the services of a School Business Administrator as per the revised agreement as approved by the Monmouth County Executive Superintendent for the period of July 1, 2017 through June 30, 2018, at the annual rate of \$16,000, per the agreement.

- Dr. Abrams Yes X No _____
- Mr. Schoonover Yes X No _____
- Mrs. Montanari Yes X No _____
- Mr. Cohen Yes X No _____

AYES: (4) Dr. Abrams, Mr. Schoonover, Mrs. Montanari, Mr. Cohen

NOES: (0) ABSTENTIONS: (0)

B. APPROVE LEGAL SERVICES AGREEMENT

It was motioned by Mrs. Montanari, seconded by Mr. Cohen to accept the following:

BE IT RESOLVED, the Board of Education approve the Legal Services Agreement with Sciarrillo, Cornell, Merlino, McKeever & Osborne, LLC (“Sciarrillo) for the fiscal year 2017-2018, per the terms and conditions stated in the Sciarillo Retainer Agreement.

- Dr. Abrams Yes X No
- Mr. Schoonover Yes X No
- Mrs. Montanari Yes X No
- Mr. Cohen Yes X No

AYES: (4) Dr. Abrams, Mr. Schoonover, Mrs. Montanari, Mr. Cohen

NOES: (0) ABSTENTIONS: (0)

C. APPROVE STORAGE CONTRACT

It was motioned by Mr. Cohen, seconded by Dr. Abrams, to accept the following:

Payment of storage contract agreement (August 1, 2017-September 30, 2018) with Red Bank Self Storage for a fee of \$50.00 monthly to house legal documents; however, if paid in advance, the fee is \$600 for fourteen months. This storage unit is to be held until final disposition can be determined as per the laws of the State of New Jersey.

- Dr. Abrams Yes X No
- Mr. Schoonover Yes X No
- Mrs. Montanari Yes X No
- Mr. Cohen Yes X No

AYES: (4) Dr. Abrams, Mr. Schoonover, Mrs. Montanari, Mr. Cohen

NOES: (0) ABSTENTIONS: (0)

D. APPROVE INSURANCE JIF & E. PROPERTY & CASUALTY INSURANCE PREMIUMS

It was motioned by Dr. Abrams, seconded by Mrs. Montanari, to accept the following:

WHEREAS N.J.S.A. 18A:18B-1, et. seq., enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools;

WHEREAS, the New Jersey Schools Insurance Group (“NJSIG”) is a joint insurance fund authorized

by N.J.S.A. 18A:18B-1 et. seq. , to provide insurance coverage and risk management services for its members;

WHEREAS the Interlaken Board of Education, herein after referred to as the “Educational Institution”, has resolved to apply for and/or renew its membership with NJSIG;

WHEREAS the Educational Institution certifies that it has not defaulted on a claim, and has not been cancelled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG;

WHEREAS, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and,

WHEREAS, the Education Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey.

NOW THEREFORE, BE IT RESOLVED, THAT:

1. This agreement is made by and between the NJSIG and the Educational Institution;
2. The Educational Institution joins with other boards of education in organizing and becoming members of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of three years, beginning on July 1, 2017, and ending on July 1, 2020 at 12:01am;
3. In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation;
4. The Educational Institution and NJSIG agree that NJSIG shall hold all monies by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations;
5. NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1, et. Seq., and such other statutes and regulations as may be applicable;
6. By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement and Resolution to Join/Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG;
7. The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of New Jersey, Department of Banking and Insurance, in accordance with the applicable statutes and regulation as if each and every one of said documents were re-executed contemporaneously herewith;
8. The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including but not limited to the NJSIG’s Plan of Risk Management;
9. The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of NJSIG including the plan of risk management;
10. If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney’s fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable fees and costs on demand;

- 11. The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1 et. seq., to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution; and
- 12. The Business Administrator is directed to send a certified copy of this Indemnity and Trust Agreement and Resolution to Join/Renew Membership to NJSIG.

E. PROPERTY & CASUALTY INSURANCE PREMIUMS

That the property and casualty insurance package with New Jersey Schools Insurance Group be renewed with Public Risk Group, LLC, Broker of Record, for the 2017-2018 school year as follows:

Coverage	Premium 16-17	Premium 17-18
Package	\$2,206	\$2,096
General Liability/Auto	Included	Included
Excess Liability	Included	Included
E&O	\$3,906	\$4,101
Workers Compensation	\$500	\$500
Supplemental Indemnity	\$500	\$500
Bonds	\$1,094	\$1,094
Total Premium	\$8,206	\$8,291

Dr. Abrams Yes X No
 Mr. Schoonover Yes X No
 Mrs. Montanari Yes X No
 Mr. Cohen Yes X No

AYES: (4) Dr. Abrams, Mr. Schoonover, Mrs. Montanari, Mr. Cohen

NOES: (0) ABSTENTIONS: (0)

F. ACCEPT IDEA CONSORTIUM FUNDS

It was motioned by Dr. Ms. Abrams seconded by Mr.Cohen, to accept the following:

Move to approve, upon the recommendation of Superintendent of West Long Branch Schools, the approval to file FY 18 Individuals with Disabilities Education Act (IDEA) Consolidated Consortium Application with the New Jersey Department of Education as follows:

- WLB IDEA – Basic (3-21) \$172,255.00 (Non-public share \$46,248.00)
 Interlaken IDEA – Basic (3-21) \$4,833.00 (Non-public share \$0.00)
- For a total of \$177,088.00

- WLB IDEA – Pre-School (3-5) \$11,571.00 (Non-public share \$0.00)
- + Interlaken IDEA–Pre-School (3-5) \$476.00 (Non-public share \$0.00)

For a total of \$12,047.00

- Dr. Abrams Yes X No
- Mr. Schoonover Yes X No
- Mrs. Montanari Yes X No
- Mr. Cohen Yes X No

AYES: (4) Dr. Abrams, Mr. Schoonover, Mrs. Montanari, Mr. Cohen

NOES: (0) ABSTENTIONS: (0)

G. APPROVE OUT OF DISTRICT PLACEMENT

It was motioned by Dr. Abrams, seconded by Mrs. Montanari, to approve the following:

Be it Resolved that the Board President and Board Secretary be authorized to execute a contract with Harbor School for student # 2869397702 for \$64,764.

- Dr. Abrams Yes X No
- Mr. Schoonover Yes X No
- Mrs. Montanari Yes X No
- Mr. Cohen Yes X No

AYES: (4) Dr. Abrams, Mr. Schoonover, Mrs. Montanari, Mr. Cohen

NOES: (0) ABSTENTIONS: (0)

H. APPROVE RATIFICATION OF PAYMENTS

It was motioned by Mrs. Montanari, seconded by Mr. Cohen, to approve the following:

Be it Resolved that the Business Administrator be authorized to process invoices for July in consultation with the President and Vice President with ratification at the August meeting.

- Dr. Abrams Yes X No
- Mr. Schoonover Yes X No
- Mrs. Montanari Yes X No
- Mr. Cohen Yes X No

AYES: (4) Dr. Abrams, Mr. Schoonover, Mrs. Montanari, Mr. Cohen

NOES: (0) ABSTENTIONS: (0)

11.0 AUDIENCE PARTICIPATION

None

12.0 EXECUTIVE SESSION

It was motioned by Mr. Cohen, seconded by Dr. Abrams to go into closed executive session to discuss matters of student matters at 7:25pm.

- Dr. Abrams Yes X No
- Mr. Schoonover Yes X No
- Mrs. Montanari Yes X No
- Mr. Cohen Yes X No

13.0 ADJOURNMENT

It was motioned by Dr. Abrams seconded by Mr. Cohen to adjourn the meeting at 7:33 p.m.

AYES: (4) NOES: (0) ABSTENTIONS: (0)