

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

**June 17, 2024 6:00 PM
MINUTES**

1.0 CALL TO ORDER

Dr. Abrams called the June 17, 2024, 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_____ |
| ● Mr. Cohen | Yes___X___ | No_____ |
| ● Ms. Labella | Yes___X___ | No_____ |
| ● Dr. Abrams | Yes___X___ | No_____ |

*Arrived at 6:04 PM

2.0 FLAG SALUTE

3.0 COMMUNICATIONS - None

4.0 OLD BUSINESS - None

5.0 NEW BUSINESS - None

6.0 APPROVE MINUTES

It was motioned by Dr./Mr./Ms. _____, seconded by Dr./Mr./Ms. _____ to approve the following minutes:

➤ May 6, 2024

- | | | |
|---------------|----------|---------|
| ● Mr. Ludwig | Yes_____ | No_____ |
| ● Ms. Barrett | Yes_____ | No_____ |
| ● Mr. Cohen | Yes_____ | No_____ |

- Ms. Labella Yes _____ No _____
- Dr. Abrams Yes _____ No _____

7.0 RESOLUTIONS

A. Approval of a Bill List

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

General Fund - \$119,184.83

May 2024 Payroll - \$1,973.58

- Mr. Ludwig Yes X No _____
- Ms. Barrett Yes X No _____
- Mr. Cohen Yes X No _____
- Ms. Labella Yes X No _____
- Dr. Abrams Yes X No _____

B. Financial Reports

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

Report of the Board Secretary/Treasurer Dated:

- April 30, 2024

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 January 31, 2024, 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.

- Mr. Ludwig Yes X No _____
- Ms. Barrett Yes X No _____
- Mr. Cohen Yes X No _____
- Ms. Labella Yes X No _____
- Dr. Abrams Yes X No _____

C. APPOINTMENT OF BUSINESS ADMINISTRATOR

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

Whereas, the Board is in need of the part-time services of a School Business Administrator; and
Whereas, Frank Gripp III is duly certified by the New Jersey State Board of Examiners as a School Business Administrator and is willing to provide said services; and
Whereas, the Board and Mr. Gripp have agreed upon an Employment Contract to include compensation at the maximum annual salary of \$23,100 per annum, for a term commencing on July 1, 2024 through June 30, 2025; and
Whereas, the Executive County Superintendent has approved the Employment Contract;
 Now, therefore, be it resolved that the Board approves the Employment Contract and authorizes the Board President to execute the same on its behalf.

- | | | |
|---------------|-------------|----------|
| ● Mr. Ludwig | Yes ___X___ | No _____ |
| ● Ms. Barrett | Yes ___X___ | No _____ |
| ● Mr. Cohen | Yes ___X___ | No _____ |
| ● Ms. Labella | Yes ___X___ | No _____ |
| ● Dr. Abrams | Yes ___X___ | No _____ |

D. Authorization of Supplemental Bills List

It was motioned by Ms. Labella, seconded by Mr. Cohen to approve the following resolution:

Recommend Board authorization for the Business Administrator to complete a June 30, 2024 list of bills.

- | | | |
|---------------|-------------|----------|
| ● Mr. Ludwig | Yes ___X___ | No _____ |
| ● Ms. Barrett | Yes ___X___ | No _____ |
| ● Mr. Cohen | Yes ___X___ | No _____ |
| ● Ms. Labella | Yes ___X___ | No _____ |
| ● Dr. Abrams | Yes ___X___ | No _____ |

E. Approval of a Contract - Busch Law Group

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

Recommend Board approval of a contract with the Busch Law Group, for the 2024-2025 school year, at a rate of \$175.00 per hour, for legal services on an as needed basis.

- | | | |
|---------------|-------------|----------|
| ● Mr. Ludwig | Yes ___X___ | No _____ |
| ● Ms. Barrett | Yes ___X___ | No _____ |
| ● Mr. Cohen | Yes ___X___ | No _____ |
| ● Ms. Labella | Yes ___X___ | No _____ |
| ● Dr. Abrams | Yes ___X___ | No _____ |

F. Approval of a Contract - Reconciliation Services

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

Recommend Board approval of a contract with Panda LLC for financial reconciliation services for the 2024-2025 school year, in the amount of \$200 per month.

- | | | | | |
|---------------|-----|-------------------------------------|----|--------------------------|
| ● Mr. Ludwig | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |
| ● Ms. Barrett | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |
| ● Mr. Cohen | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |
| ● Ms. Labella | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |
| ● Dr. Abrams | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |

G. Approval of a Contract - Systems 3000

It was motioned by Ms. Barrett, seconded by Dr. Abrams to approve the following resolution:

Recommend Board approval of a contract with Systems 3000 Inc., for the 2024-2025 school year, in the amount of \$5,688.00, for a financial software license agreement.

- | | | | | |
|---------------|-----|-------------------------------------|----|--------------------------|
| ● Mr. Ludwig | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |
| ● Ms. Barrett | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |
| ● Mr. Cohen | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |
| ● Ms. Labella | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |
| ● Dr. Abrams | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |

H. Authorization to Transfer of Unexpended Funds- Tuition Reserve

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

Recommend Board approval of the following:

WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-13 and NJSA 18A:7F-41 permit the Board of Education to deposit into certain reserve accounts at year end; and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution; and

WHEREAS, the Fair Haven Board of Education wishes to deposit unexpended appropriations or unanticipated excess current revenue into a Tuition Reserve account at year end; and

WHEREAS, the Fair Haven Board of Education has determined that up to an additional \$100,000 is available for such purpose of transfer; and

NOW THEREFORE BE IT RESOLVED that the Board authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

- | | | | | |
|---------------|-----|-------------------------------------|----|--------------------------|
| ● Mr. Ludwig | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |
| ● Ms. Barrett | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |
| ● Mr. Cohen | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |
| ● Ms. Labella | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |
| ● Dr. Abrams | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |

8.0 PUBLIC COMMENT - *None*

9.0 EXECUTIVE SESSION (*if warranted*)

It was motioned by Mr. Cohen, seconded by Ms. Labella to go into closed executive session to discuss:

- Student matters
- Contract matters

- Mr. Ludwig Yes X No
- Ms. Barrett Yes X No
- Mr. Cohen Yes X No
- Ms. Labella Yes X No
- Dr. Abrams Yes X No

It was motioned by Dr. Abrams, seconded by Ms. Barrett to return from executive session at 6:39 PM.

- Mr. Ludwig Yes X No
- Ms. Barrett Yes X No
- Mr. Cohen Yes X No
- Ms. Labella Yes X No
- Dr. Abrams Yes X No

10.0 ADJOURNMENT

It was motioned by Mr. Cohen, seconded by Ms. Labella to adjourn the meeting at 6:40 PM.

- Mr. Ludwig Yes X No
- Ms. Barrett Yes X No
- Mr. Cohen Yes X No
- Ms. Labella Yes X No
- Dr. Abrams Yes X No