

BEACH HAVEN BOARD OF EDUCATION  
Beach Haven, NJ 08008

MINUTES  
BUSINESS MEETING

PLACE: Beach Haven Elementary School

DATE: April 25, 2018

TIME: 5:00 p.m.

CALL TO ORDER:

New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Beach Haven Board of Education has caused notice of this meeting to be given by having the date; time and place mailed into the Clerk of the Municipality; advertised in Asbury Park Press and mailed to the County Superintendent of Schools.

ROLL CALL:

Name	Present	Absent
Irene Hughes	X	
Jean Frazier	X	
Carol Labin	X	
Jen Tomlinson	X	
Meredith O'Donnell	X	

FLAG SALUTE: Pledge of Allegiance to the Flag

A. PUBLIC and EXECUTIVE SESSION MINUTES TO BE APPROVED FOR:

1. March 27, 2018

Name	Motion	Yes	No	Abstain
Irene Hughes	1	X		
Jean Frazier		X		
Carol Labin		X		
Jen Tomlinson	2	X		
Meredith O'Donnell		X		

B. PRESENTATION:

There was no presentation for the month.

BEACH HAVEN BOARD OF EDUCATION  
Beach Haven, NJ 08008

C. COMMUNICATIONS:

There were no communications for the month.

The Executive Session was moved to the end of the meeting and started at 5:23 p.m.

D. EXECUTIVE SESSION: Entered: 5:23

BE IT RESOLVED, That the Beach Haven Board of Education meet in Executive Session to discuss the following:

- a. Litigation
- b. Certificated Personnel
- c. Non-Certificated Personnel
- d. Student Personnel
- e. Negotiations

Minutes of Executive Session proceeding will be made available to the public to the extent it does not divulge legally protected, confidential information and after the approval of said minutes by the Board.

Name	Motion	Yes	No	Abstain
Irene Hughes	1	X		
Jean Frazier		X		
Carol Labin		X		
Jen Tomlinson	2	X		
Meredith O'Donnell		X		

E. ADJOURNMENT FROM EXECUTIVE SESSION: Exited 6:29

Name	Motion	Yes	No	Abstain
Irene Hughes				
Jean Frazier		X		
Carol Labin	1	X		
Jen Tomlinson	2	X		
Meredith O'Donnell		X		

F. COMMUNICATION FROM THE PUBLIC (AGENDA ITEMS ONLY)

This meeting will now be open to the public for comments on specific Agenda Items only. If your comment pertains to students, personnel, litigation or negotiations, we would ask that you see the Administrator after the meeting since the Board does not discuss such items in public.

BEACH HAVEN BOARD OF EDUCATION  
Beach Haven, NJ 08008

Please state your name and address. Comments must be limited to three minutes per person.

There were no comments from the public this month.

G. SUPERINTENDENT RECOMMENDATIONS:

Actions to Be Taken:

Finance/Operations:

1. To authorize the Superintendent of Schools to make the following transfers within accounts for the months of March 2018.
2. BE IT RESOLVED by the Beach Haven Board of Education that the April 2018 bills totaling \$56,314.48 as well as the March 2018 Payroll Bills totaling \$112,744.33 for 2017-2018 to be paid, and the Secretary and the President be hereby authorized, and directed to draw orders on the Treasurer for the payment of same, if and when funds are available.
3. To accept the financial report of the Secretary for the month ending March 31, 2018: Balance on hand \$1,446,234.42:

Board Secretary's Month Certification  
Budgetary Line Item Status

Certification of No Over Expenditures – Recommend acceptance that pursuant to N.J.A.C. 6A:23-2.12(c)3, Brian F. Savage, School Business Administrator/Board Secretary, certifies that as of March 31, 2018, 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, which would be in violation of N.J.A.C. 6A:23-2.12 (a), that the District financial accounts have been reconciled and are in balance.

\_\_\_\_\_  
Board Secretary/Business Administrator

\_\_\_\_\_  
Date

Board Certification – Recommend acceptance that through the adoption of this resolution, the Beach Haven Board of Education, pursuant to N.J.A.C. 6A:23-2.12 (c) 4, certifies that as of March 31, 2018, 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:23-2.12 (c)4 i-vi and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

4. To accept the financial report of the Treasurer of School Monies ending March 2018.

BEACH HAVEN BOARD OF EDUCATION  
Beach Haven, NJ 08008

5. To approve A RESOLUTION BINDING THE BEACH HAVEN SCHOOL DISTRICT TO PURCHASE ELECTRIC GENERATION SERVICES THROUGH THE ALLIANCE FOR COMPETITIVE ENERGY SERVICES (“ACES”) Bid Cooperative Pricing System ID#E8801-ACESCPS

6. To approve A RESOLUTION BINDING THE BEACH HAVEN DISTRICT TO PURCHASE NATURAL GAS SERVICES THROUGH THE ALLIANCE FOR COMPETITIVE ENERGY SERVICES (“ACES”) Bid Cooperative Pricing System ID#E8801-ACESCPS

7. To approve a resolution for participation in coordinated transportation with MOESC - 2018-2023.

8. RESOLVED, That the tentative budget for the 2018-2019 school year be adopted in the CURRENT EXPENSE FUND 10 amount of \$2,270,553, SPECIAL REVENUE FUND 20 in the amount of \$13,745, and DEBT SERVICE FUND 40 in the amount of \$0.

FURTHER, be it resolved that \$1,998,934 should be raised for the GENERAL FUND and \$0 should be raised for the DEBT SERVICE FUND for the 2018-2019 school year.

FURTHER, be it resolved that the revenues for the 2017-2018 school year be adopted in the amounts of CURRENT EXPENSE FUND 10 in the amount of \$2,270,553, SPECIAL REVENUE FUND 20 in the amount of \$13,745 and DEBT SERVICE FUND 40 in the amount of \$0.

BE IT RESOLVED, that the Beach Haven Board of Education accept School Choice Aid of \$193,515; Categorical Special Education State Aid of \$39,164.; Categorical Security Aid of \$3,321; Categorical Transportation Aid of \$619 and

BE IT RESOLVED, that 2018-2019 school budget includes a health care cost adjustment in the amount of \$39,050 and a cap bank adjustment of \$112,303; and

BE IT RESOLVED, that the School Business Administrator authorized the advertisement of said tentative budget in the *Asbury Park Press* in accordance with the format required by the State Department of Education and according to law; and

WHEREAS, the Beach Haven 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, N.J.A.C. 6A:23A-7.2 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior

BEACH HAVEN BOARD OF EDUCATION  
Beach Haven, NJ 08008

approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel as defined in NJAC 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 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, travel and related expenses not in compliance with N.J.A.C. 6A:23A-7.3 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A: 23A-7.3 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER 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 \$5,000 for all staff and board members.

WHEREAS, school district policy #9120 & #0177, NJAC 6A:23A-5.2(b) and NJAC 6A:23A-9.3(c)14 provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such public relations and professional services for 2018-2019 School Year.

NOW, THEREFORE BE IT RESOLVED, that the Beach Haven Board of Education hereby establishes the school district public relations and professional services maximum for the 2018-2019 School Year at the sum of:

Professional Services:	
Attorney(s):	\$ 7,000
Auditor:	\$ 7,000
Treasurer of School Monies	\$ 1,800
OT/PT/Speech	\$ 65,000
Public Relations:	\$ 2,000 and

BEACH HAVEN BOARD OF EDUCATION  
Beach Haven, NJ 08008

BE IT FURTHER RESOLVED that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

BE IT FURTHER RESOLVED that the supporting documentation of this budget also contains an itemization of certain expenditures required under administrative regulations.

Dr. Savage presented the 2018-2019 School Budget to the Board of Education and the public. He highlighted the key areas that are increased from last year and explained the overall tax increase.

Name	Motion	Yes	No	Abstain
Irene Hughes	1	X		
Jean Frazier		X		
Carol Labin		X		
Jen Tomlinson	2	X		
Meredith O'Donnell		X		

H. EDUCATION:

- To approve the out of district placement for student #342 to Stafford Twp School District at the pro-rated cost of 7,500.00, which includes transportation, tuition, all related services.

Name	Motion	Yes	No	Abstain
Irene Hughes		X		
Jean Frazier		X		
Carol Labin		X		
Jen Tomlinson	1	X		
Meredith O'Donnell	2	X		

I. PERSONNEL:

- To accept the resignation of Vern Berube as the part-time evening custodian.
- To approve the tenured certified staff for the 2018-2019 school year, Christine Bresley, Deborah Harkness, Jessica Wierh, Patrice Pottichen, Margaret Fay, Suzanne Henry, Stephanie Konsig

Name	Motion	Yes	No	Abstain
Irene Hughes	1	X		
Jean Frazier		X		
Carol Labin		X		
Jen Tomlinson	2	X		
Meredith O'Donnell		X		

BEACH HAVEN BOARD OF EDUCATION  
Beach Haven, NJ 08008

**K. POLICY/REGULATION:**

1. To approve Approve the Monthly Harassment, Intimidation & Bullying Incidents - Zero Incidents for March 2018.

Name	Motion	Yes	No	Abstain
Irene Hughes		X		
Jean Frazier		X		
Carol Labin		X		
Jen Tomlinson	1	X		
Meredith O'Donnell	2	X		

**J. GOVERNANCE:**

1. There were no governance items this month.

Name	Motion	Yes	No	Abstain
Irene Hughes				
Jean Frazier				
Carol Labin				
Jen Tomlinson				
Meredith O'Donnell				

**L. FACILITIES/OPERATIONS:**

1. Approve the Fire Drill for March 27, 2018 and Security Drill for March 28, 2018.
2. Approve the revised 17-18 School Calendar to reflect snow days.
3. Approve the Draft 18-19 School Calendar
4. Approve building use request from BHPD for the gym to conduct training on May 30 and June 4th 2018 from 4:00 p.m. to 12:00 a.m.

Name	Motion	Yes	No	Abstain
Irene Hughes	1	X		
Jean Frazier		X		
Carol Labin		X		
Jen Tomlinson	2	X		
Meredith O'Donnell		X		

**M. COMMITTEE REPORTS:**

**N. OLD BUSINESS:**

1. CRG School Mapping

The CRG School Mapping was discussed as well as pricing. The Ocean County Prosecutor has offered to pay half of the \$3,500 cost and the District would pay the other half (\$1,700). There is a \$700 annual maintenance charge.

BEACH HAVEN BOARD OF EDUCATION  
Beach Haven, NJ 08008

O. NEW BUSINESS:

There was no new business for the month.

P. COMMENTS FROM THE MEMBERS OF THE PUBLIC ON GENERAL TOPICS ONLY

This meeting will now be open to the public for comments on General Items only. If your comment pertains to students, personnel, litigation or negotiations, we would ask that you see the Superintendent after the meeting since the Board does not discuss such items in public.

Please state your name and address. Comments must be limited to three minutes per person.

There were no public comments this month.

Q. ADJOURNMENT

BE IT RESOLVED, The Board of Education meeting be adjourned at 6:46

Name	Motion	Yes	No	Abstain
Irene Hughes				
Jean Frazier		X		
Carol Labin		X		
Jen Tomlinson	1st	X		
Meredith O'Donnell	2nd	X		

Respectfully submitted,

Brian F. Savage, Ed.D.

School Business Administrator/

Board Secretary



BEACH HAVEN BOARD OF EDUCATION  
Beach Haven, NJ 08008

Executive Session

April 25, 2018

Entered: 5:23 p.m.

Exited: 5:46 p.m.

Pocket Park:

The overall pocket park was discussed including the timeframe. The Board of Education is waiting on a official update from the Borough. Our attorney has been in touch with their attorney regarding the Board of Education's concerns. These concerns include the completion timeframe and project record keeping. The record keeping includes payroll records, contractor records and liability coverage.