

BEACH HAVEN BOARD OF EDUCATION  
Beach Haven, NJ 08008

PUBLIC MINUTES  
BUSINESS MEETING

PLACE: Beach Haven Elementary School

DATE: July 26, 2017

TIME: 5:00 p.m.

CALL TO ORDER:

The meeting was called to order at the Beach Haven School by Mrs. Hughes at 5:00 p.m.. The following was read by Dr. Savage: 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. June 28, 2017

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

**B. PRESENTATION:**

BEACH HAVEN BOARD OF EDUCATION

Beach Haven, NJ 08008

1. Borough Beautification Project - Members of the Beach Haven Council were present to review a project that is being proposed on the school property nearest to LBI Boulevard. The project will improve the public, school and downtown image and will be a community project with funding from the town, Southern Ocean Chamber of Commerce and local donations. It was noted that the current plan does meet the master plan for the town. The Board of Education supported the idea but still had some questions that will need to be addressed such as liability issues, flooding issues and who will maintain the area. It is planned that the work could begin in the Fall if they issues could get resolved quickly.

2. Facilities Update- Ed Crawford - due to a family emergency the facility update will be postponed until a future meeting.

C. COMMUNICATIONS: None

D. EXECUTIVE SESSION: There was no executive session for the July 26, 2017 meeting.

F. COMMUNICATION FROM THE PUBLIC (AGENDA ITEMS ONLY)

The meeting was opened to the public for comments on specific Agenda Items only. There were no comments from the public.

G. SUPERINTENDENT RECOMMENDATIONS:

Actions to Be Taken:

Finance/Operations:

1. BE IT RESOLVED by the Beach Haven Board of Education that the final June 2017 bills totaling \$180,154.12 as well as the June 2017 Payroll Bills totaling \$104,173.08 for 2016-2017 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.
2. To authorize the Superintendent of Schools to make the following transfers within accounts for the months of April, May and June 2017.
3. To accept the financial report of the Secretary for the month ending April 30, 2017: Balance on hand \$1,375,517.32.

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 April 30, 2017, 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.

BEACH HAVEN BOARD OF EDUCATION

Beach Haven, NJ 08008

\_\_\_\_\_  
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 April 30, 2017, 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 April, 2017.

5. To accept the financial report of the Secretary for the month ending May 31, 2017: Balance on hand \$1,327,252.81.

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 May 31, 2017, 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 May 31, 2017, 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.

6. To accept the financial report of the Treasurer of School Monies ending May, 2017.

7.. Approve Brian F. Savage, Ed.D. as the School Business Administrator/Board Secretary for the Beach Haven Board of Education from July 1, 2017 – June 30, 2018 at the salary of \$37,500. The Ocean County Department of Education has reviewed and approved the contract for Brian F. Savage, Ed.D.

8.. Designated personnel serve in the appointed capacity for the ensuing year 2017-2018:

- |   |                               |
|---|-------------------------------|
| Attendance Officer                            | School Nurse                  |
| Affirmative Action Officer (P.L. 1975, c.127) | Superintendent                |
| Contract Affirmative Action Officer           | School Business Administrator |
| Public Agency Compliance Officer              | School Business Administrator |

BEACH HAVEN BOARD OF EDUCATION  
Beach Haven, NJ 08008

Purchasing Agent Compliance Officer for Affirmative Action (PACO)	School Business Administrator
Section 504 Administrator	Superintendent
Qualified Purchasing Agent	School Business Administrator
Person Authorized to Apply for Federal Funds	Superintendent/ School Business Administrator
Child Abuse Liaison (CP&P)	Superintendent/ Guidance Services
Drug Free Schools Liaison	Superintendent/School Nurse
ADA Compliance Officer	School Business Administrator
Custodian of School Record (OPRA)	School Business Administrator
Emergency Management Personnel	Superintendent/Business Administrator

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

H. EDUCATION: No action

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

I. PERSONNEL:

1. Approve the resignation with regret of the following staff. Renay Gallucci, School Nurse, and Diane Marshall, Treasurer of School Monies.
2. Approve Robert Barrett for the Health and Physical Education position, for the 2017-2018 school year at step 2 of the BHEA salary guide.
3. Approve Jenna Turro for the First Grade Teacher's position for the 2017-2018 school year at step 1 of the BHEA salary guide.

BEACH HAVEN BOARD OF EDUCATION  
Beach Haven, NJ 08008

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

J. POLICY/REGULATION: No action

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

K. GOVERNANCE: No action

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

L. FACILITIES/OPERATIONS: No action

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

M. COMMITTEE REPORTS:

There were no committee reports for the month.

N. OLD BUSINESS:

There was no old business for the month.

O. NEW BUSINESS:

\_\_\_\_\_ There was no new business for the month.

BEACH HAVEN BOARD OF EDUCATION  
Beach Haven, NJ 08008

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

The meeting was opened to the public for comments on General Items only.

There was discussion on the beautification of the school grounds and the playground surface. A member of the public asked if the beautification costs could be incorporated into the overall beautification being proposed by the Council. This will be discussed with the members of Council.

Additional comments were made with regard to the enrichment program offered by the school. It was noted that the school will be using a test to screen the students for enrichment possibilities. It was also noted that due to our current class sizes there are opportunities for differentiated instruction at all grade levels.

Q. ADJOURNMENT

BE IT RESOLVED, The Board of Education meeting be adjourned at 5:57 p.m.

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

Respectfully submitted,

Brian F. Savage, Ed.D.  
School Business Administrator/  
Board Secretary