

BEACH HAVEN BOARD OF EDUCATION
Beach Haven, NJ 08008

PUBLIC MINUTES
BUSINESS MEETING

PLACE: Beach Haven Borough Hall
DATE: June 28, 2023
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, Press of Atlantic City and mailed to the County Superintendent of Schools.

ROLL CALL:

Name	Present	Absent
Irene Hughes	X	
Carol Labin	X	
Jane Romanowski	X	
Jen Tomlinson	X	
Meredith O'Donnell <i>by phone</i>	X	

Also present were Steven Terhune, Business Administrator, and Theodore Loeffler, Superintendent.

FLAG SALUTE: Pledge of Allegiance to the Flag

PUBLIC AND EXECUTIVE SESSION MINUTES TO BE APPROVED FOR:

1. Regular Monthly Public Minutes of May 23, 2023

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

PRESENTATION: Mr. Loeffler- District Update- June 2023 – Updated the end of the school year; 6th Grade Promotion Ceremony, student day at Fantasy Island Park, hydroponic garden and school yard garden and goals for the school year.

COMMUNICATIONS:

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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.

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

No member of the public wished to address the Board of Education at this time.

SUPERINTENDENT RECOMMENDATIONS:

Actions to Be Taken:

Finance/Operations:

1. BE IT RESOLVED by the Beach Haven Board of Education that the June 2023 bills totaling \$101,281.77 for the 2022-2023 school year as well as the May 2023 Payroll Bills totaling \$111,174.19 for 2022-2023 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 revised transfers within accounts for the month of May 2023.
3. To accept the revised financial report of the Secretary for the month ending May 31, 2023: Balance on hand \$1,601,487.47.

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, Steven Terhune, School Business Administrator/Board Secretary, certifies that as of May 31, 2023, 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, 2023, 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.

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4. To accept the financial report of the Treasurer of School Monies ending May 2022.
5. To approve the renewal of the Shared Services Agreement with Little Egg Harbor Board of Education for \$90/hour billed monthly for Physical Therapy Services for the period from July 1, 2023 through June 30, 2024 as per the agreement.
6. To authorize submission of the following federal grant applications for the 2023-2024 school year:
 - ESEA
 - Title IA - \$4,452
 - Title IIA - \$987
 - Title IVA - \$10,000
 - IDEA - \$19,988
 - IDEA Preschool - \$639

7. To accept the annual Chapter 47 Contract Report.

8. To authorize reimbursement to a parent in the amount of \$3,500.00 for an Speech and Language evaluation recommended by the Child Study Team.

9. Transfer of Current Year to Capital Reserve:

WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or 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 Beach Haven Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Capital Reserve account at year end, and

WHEREAS, the Beach Haven Board of Education has determined that an amount not to exceed \$350,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Beach Haven Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

10. Transfer of Current Year to Maintenance Reserve:

WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or 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

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revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Beach Haven Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Maintenance Reserve account at year end, and

WHEREAS, the Beach Haven Board of Education has determined that an amount not to exceed \$50,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Southern Regional Board of Education that it hereby authorizes the district’s School Business Administrator to make this transfer consistent with all applicable laws and regulations.

11. End of Year Bills:

To authorize the Business Administrator to pre-approve and pay any legitimate 2022-2023 school year bills, including payroll, received up to and including those presented as of June 30, 2023, prior to the close of the fiscal year, and make any necessary transfers including to and from the Petty Cash account. All pre-approved, paid bills and transfers will be presented for approval at the July 2023 Board meeting.

12. Renewal of Liability Insurance Package:

To accept the renewal of the district’s Liability Insurance Coverage Package through School Alliance Insurance Fund for the 2023-2024 school year as follows:

- Property/IM Boiler/Machinery/GL Auto/Crime - \$55,996
- School Leaders Professional Liability - \$2,970
- Workers Compensation - \$13,723
- Umbrella Coverage - \$194
- Workers Compensation Supplemental - \$710

Name	Motion	Yes	No	Abstain
Irene Hughes	1st	X		
Carol Labin		X		
Jane Romanowski		X		
Jen Tomlinson	2nd	X		
Meredith O’Donnell		X		

EDUCATION:

1. To approve (retroactively) a kindergarten social class party trip on the Queen City Cycle Boat for June 14, 2023.
2. To approve Theodore Loeffler for required Danielson Growth-Focused Observations Refresher Course for \$150.00
3. To approve Theodore Loeffler for the Fall NJSBA Conference from October 23rd-October 26th for a cost of \$550.00.

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4. To approve Theodore Loeffler required annual legal training for administrators- School Law Boot Camp for School Administrators August 1st and August 2nd, 2023 for \$298.00 at SRI&ETTC in Galloway, NJ.
5. To approve the District Goal Achievement for the 2022-2023 School Year.
6. To approve Sara Holleran for an online Writing Workshop on June 30th through SRI&ETTC for \$48.00.
7. To approve tuition reimbursement to Stephanie Cecchini for graduate course tuition for \$1090.00 (Maximum allowed per person as per Article XXI, B of the 2022-2025 collective bargaining agreement).
8. To approve Suzanne Henry for Wilson Reading System Level Certification Training and Practicum for \$2950.00
9. To acknowledge the submission of the mandatory update to the Safe Return Plan for the 2023-2024 school year.

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

PERSONNEL:

1. To approve Beach Haven School Improvement Panel Members for the 2023-2024 School Year:
 - a. Jessica Wiehr, Teacher
 - b. Theodore Loeffler, Superintendent/Principal
 - c. Jill Faletta, Teacher
2. To approve the Superintendent's Annual Evaluation for the 2022-2023 school year.
3. To approve Intermediate Fieldwork Placement for Ashley Garcia-Romero from Stockton University from September, 5th 2023 to December 15th, 2023 with the cooperating teacher assigned as Jill Falletta.
4. To approve Full -Time Student Teaching Placement for Ashley Garcia-Romero from Stockton University from January 2nd, 2024 to May 3rd, 2024 with the cooperating teacher assigned as Jill Falletta.

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

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POLICY/REGULATION:

1. To approve the following Policies and Regulations on the first reading:
 - a. 2419 School Threat Assessment Teams (M)
 - b. 2520 Instructional Supplies - Policy & Regulation (M)
 - c. 5305 Health Services Personnel – Policy (M)
 - d. 5308 Student Health Records - Policy & Regulation (M)
 - e. 5310 Health Services - Policy & Regulation (M)
 - f. 6112 Reimbursement of Federal and Other Grant Expenditures - Policy (M)
 - g. 6115.01 Federal Awards/Funds Internal Controls – Allowability of Costs – Regulation (M) (NEW)
 - h. Duplication of Benefits - Policy (M) (NEW)
 - i. 6311 Contracts for Goods or Services Funded by Federal Grants - Policy (M)
 - j. 7440 School District Security - Policy (M)

Name	Motion	Yes	No	Abstain
Irene Hughes	1st	X		
Carol Labin		X		
Jane Romanowski		X		
Jen Tomlinson	2nd	X		
Meredith O’Donnell		X		

GOVERNANCE:

FACILITIES/OPERATIONS:

1. To acknowledge the performance of a Security Drill (Shelter-In-Place) on June 7th, 2023 and a Fire Drill on June 13th, 2023.
2. To Acknowledge the submission of the School Security Statement of Assurance for the 2023-2024 school year.

Name	Motion	Yes	No	Abstain
Irene Hughes		X		
Carol Labin	2nd	X		
Jane Romanowski		X		
Jen Tomlinson	1st	X		
Meredith O’Donnell		X		

COMMITTEE REPORTS:

OLD BUSINESS: Mr. Terhune updated on the boiler replacement project.

NEW BUSINESS:

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COMMENTS FROM THE MEMBERS OF THE PUBLIC ON GENERAL TOPICS ONLY

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Jamie Baumiller suggested that the Board of Education members explore the possibility of removing some playground impervious surface at the school property to create additional water pervious green space for the community.

Nicole Baxter asked that the Board focus on children in need as early as possible in the lower grade levels including the possibility of adding staff or consultants through an increased school budget that could focus on areas of concern such as reading specialists or gifted and talented education. She also spoke about her concerns regarding the level of reading and writing and how to improve for future students.

ADJOURNMENT

BE IT RESOLVED, The Board of Education meeting be adjourned at 5:17 pm

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

Respectfully submitted,

Steven Terhune

School Business Administrator/Board Secretary