

BEACH HAVEN BOARD OF EDUCATION  
Beach Haven, NJ 08008

PUBLIC MINUTES  
BUSINESS MEETING

PLACE: Beach Haven Elementary School  
DATE: October 26, 2022  
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 – <i>by phone</i>	X	
Jen Tomlinson	X	
Meredith O'Donnell	X	

Also present were Steve 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 September 28, 2022
2. Executive Session Minutes of September 28, 2022

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

PRESENTATION: Mr. Loeffler- District Update- October 2022 – Thanked the Board and staff for their support upon his arrival in the district; the district is receiving positive feedback on the newsletter; discussed Red Ribbon Week events; presented the NJSLA scoring summary presentation and review; staff are in the process of finalizing SGOs; and an update about the Halloween Trunk or Treat and parade.

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COMMUNICATIONS:

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 October 2022 bills totaling \$253,671.87 for the 2022-2023 school year as well as the September 2022 Payroll Bills totaling \$109,627.80 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 September 2022.
3. To accept the revised financial report of the Secretary for the month ending September 30, 2022: Balance on hand \$1,815,490.74

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 September 30, 2022, 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.

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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 September 30, 2022, after review of the Secretary's monthly financial report (appropriations' section) and upon consultation with the Business

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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 September 2022.
5. To approve the Three Year Comprehensive Maintenance Plan and Form M-1 for the 2022-2023 school year and the accompanying School Facilities Safety Checklist.
6. To approve the Budget Development Calendar for the 2023-2024 school year.
7. To accept the Cash Flow Management Report for the 2022-2023 school year.
8. To approve the revised Standard Operating Procedures Manual and the incorporated Purchasing Manual.
9. To approve the renewal of the agreement with Educational Consortium for Telecommunications Savings for E-Rate Funding services for the 2022-2023 school year and the 2023-2024 school year.
10. To approve the following facilities projects and submission to the NJ Department of Education for approval:

BE IT RESOLVED, by the Beach Haven Board of Education to approve the submission of the Boiler Upgrades and Envelope Upgrades projects at the Beach Haven School to the New Jersey Department of Education for review and Department approval of an “other capital project” with no state funding which is consistent with the 2021 approved long range facilities plan. Further, the Board authorizes Spiegle Architectural Group Inc, to make the submission to the Department of Education on behalf of the district.

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 the 1st grade class to go to Southern Regional High School on December 22nd for a Holiday Assembly.
2. To approve Kindergarten to go to Ship Bottom Rotary for a Holiday Lunch on December 15, 2022
3. To acknowledge the annual State of NJ Student Assessment Scoring Analysis Presentation for the 2021-2022 academic year.
4. To approve the whole school to go see White Christmas at Surflight Theater on December 9, 2022. The PTA will split the cost with the BOE.

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

PERSONNEL:

POLICY/REGULATION:

GOVERNANCE:

1. To approve the NJ Single Accountability Continuum (NJ QSAC) District Performance Review (DPR) for the 2021-2022 School Year and authorize the submission to the NJ Department of Education for the Cycle A monitoring of the Beach Haven School District.

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

FACILITIES/OPERATIONS:

1. To acknowledge the performance of a fire drill on October 21 , 2022 and a Security drill (Bomb threat) on October , 2022.
2. To approve the use of facilities of the gym for PTA on December 16, 2022 for Pictures with Santa from 5-7:30pm.
3. To approve the use of facilities of the gym for the PTA for a Holiday Workshop on Friday, December 16, 2022.
4. To approve the use of facilities of the gym for the PTA/Mr. Elmo for Play rehearsals from 10/11 through 11/30 from 3pm to 5pm.

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

COMMITTEE REPORTS:

OLD BUSINESS: Nursing Office HVAC System – discussed investigating with the architect

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NEW BUSINESS:

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.

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

ADJOURNMENT

BE IT RESOLVED, The Board of Education meeting be adjourned at 5:16 pm.

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

Respectfully submitted,

*Steven Terhune*

School Business Administrator/Board Secretary