

BEACH HAVEN BOARD OF EDUCATION
Beach Haven, NJ 08008

PUBLIC MINUTES
BUSINESS MEETING

PLACE: Beach Haven Elementary School
DATE: July 26, 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	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 June 28, 2023

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

PRESENTATION: Mr. Loeffler- District Update- July 2023 – the Kindergarten position was introduced to the Board and public, update on construction projects, filing of federal grant and state reports, technology upgrade review and update on the transition plan for CST agreement with Stafford Township School District.

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 \$242,524.33 for the 2022-2023 and 2023-2024 school years as well as the June 2023 Payroll Bills totaling \$110,564.63 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 June 2023.
3. To accept the revised financial report of the Secretary for the month ending June 30, 2023: Balance on hand \$1,612,413.88.

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 June 30, 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 June 30, 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

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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 June 2022.
5. To approve the Shared Services Agreement with Stafford Township Board of Education for Child Study Team Services for the period from August 1, 2023 through June 30, 2024 as per the agreement.
6. To accept the following additional State Aid for the 2022-2023 school year:
 - Maintenance of Equity Aid FY23 - \$92,520
7. To approve the following change order on the Boiler Project:
 - Change Order 1 - Demolition of Boiler - \$15,000 from project allowance and \$1,000 Change Order Addition.

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

EDUCATION:

1. To approve the Danielson evaluation and rubrics for the 2023- 2024 school year with application updates as per ScIP.
2. Approve students 52, 24, 20, 319, 21, 326, 327 as BHBOE/BHB Employee under policy 5111.
3. To approve the School Nursing Service Plan for the 2023-2024 School Year with the standing orders from our school physician, James N. Suddeth MD
4. To approve (retroactively) Brian Ball to attend the Water Treatment for Low Pressure Heating Systems training on July 26, 2023 in Branchburg, NJ.

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

PERSONNEL:

1. To approve the following substitutes for the 2023-2024 school year: Cathy Reilly, Jan Gartland, Ellen Reilly, Elle Cecchini, Ann Frank Riordan, Marie Marucci, Olivia Swanson, Jim Cuilla and Karen Beals.
2. To approve Jessica Wiehr as a home instructor for the 2023 -2024 school year.
3. To accept (Retroactively) the irrevocable resignation of Mrs. Dana Giordano, effective June 30th, 2023.

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4. To approve Makaela Gevaras, Step #2 BA. \$53, 415, as a teacher for the 2023-2024 school year.
5. To approve Ann Marie Deakyne as a formal mentor to Makaela Gevaras.
6. To approve Katie Desmond as an informal mentor to Melanie Buda.
7. To approve Kathy Hopkins for Occupational Therapy Services for the 2023-2024 school year at a rate of \$52.50 per hour..
8. To approve Catalina Martone as the District Anti- Bullying Coordinator and School Anti-Bullying Specialist.
9. To approve Cataline Martone as the District Affirmative Action Officer.
10. To approve Theodore Loeffler as District School Safety Specialist.
11. To approve Dan Chandler for the 2023-2024 school year as part time custodian for the rate of \$20 per hour.

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

POLICY/REGULATION:

1. To approve the following Policies and Regulations on the second 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				
Meredith O'Donnell	2nd	X		

GOVERNANCE:

FACILITIES/OPERATIONS:

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COMMITTEE REPORTS:

OLD BUSINESS:

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.

EXECUTIVE SESSION:

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

- a. Matters of Attorney/Client Privilege

The Board of Education anticipates being in Executive Session for approximately five minutes and no action will be taken upon return to Public Session.

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	1st	X		
Carol Labin		X		
Jane Romanowski		X		
Jen Tomlinson				
Meredith O'Donnell	2nd	X		

The Board of Education entered Executive Session at 5:18 pm.

ADJOURNMENT FROM EXECUTIVE SESSION:

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

The Board of Education returned to Public Session at 5:25 pm

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ADJOURNMENT

BE IT RESOLVED, The Board of Education meeting be adjourned at 5:26 pm.

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

Respectfully submitted,

Steven Terhune

School Business Administrator/Board Secretary