

BEACH HAVEN BOARD OF EDUCATION  
Beach Haven, NJ 08008

PUBLIC MINUTES  
BUSINESS MEETING

PLACE: Beach Haven Elementary School  
DATE: June 26, 2024  
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 to 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	
Jean Frazier	X	
Deborah Harkness		X
Jane Romanowski	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 22, 2024

Name	Motion	Yes	No	Abstain
Irene Hughes				X
Carol Labin		X		
Jean Frazier	1st	X		
Deborah Harkness				
Jane Romanowski	2nd	X		

PRESENTATION: Mr. Loeffler- District Update- June 2024 – End of school year update; 6<sup>th</sup> grade graduation; YTD no suspensions or confirmed HIB; 2024-25 Preschool enrollment update; sidewalk project update; Beach Haven water meter project update; Summer WIN program; HIB Self Assessment; reviewed district plan and goal achievement; reviewed agenda items; discussed instrument lessons for 3 year old preschool; PTA/Rotary possible donation for basketball backboard installation; Resilient LBI inquiries and clarification that the school district is not a participant in any studies.

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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 June 2024 bills totaling \$121,335.22 for the 2023-2024 school years as well as the May 2024 Payroll Bills totaling \$124,851.68 for 2023-2024 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 2024.
3. To accept the revised financial report of the Secretary for the month ending May 31, 2024: Balance on hand \$1,590,017.46.

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, 2024, 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, 2024, 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 2024.
5. To authorize submission of the following federal grant applications for the 2024-2025 school year:
  - ESEA
    - Title I-A - \$3,913
    - Title II-A - \$851
    - Title IV Part A - \$10,000
  - IDEA
    - IDEA Basic - \$18,087
    - IDEA Preschool - \$588

6. To accept the annual Chapter 47 Contract Report.

7. End of Year Bills:

To authorize the Business Administrator to pre-approve and pay any legitimate 2023-2024 school year bills, including payroll, received up to and including those presented as of June 30, 2024, 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 2024 Board meeting.

8. Transfers of Current Year to Capital Reserve:

WHEREAS, N.J.S.A. 18A:21-2, NJSA 18A:7G-31, and N.J.S.A. 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.

9. Transfer of Current Year to Maintenance Reserve:

WHEREAS, N.J.S.A. 18A:21-2, NJSA 18A:7G-31, and N.J.S.A. 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

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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 \$47,673 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.

10. Approval of Change Order:

To approve Change Order 1 for Media Restoration Inc. for the Exterior Envelope Project for a reduction in the amount of \$3,462.00 for unused contract allowance funds.

11. Use of Federal Grant Funds:

To approve the following revised salary allocations for use of Federal Grant funds in the 2023-24 school year:

- Suzanne Henry - Title I-A - 20-231-100-100 - \$4,357
- Suzanne Henry - IDEA Basic - 20-250-100-100 - \$12,188
- Joseph Elmo - Title IV Part A - 20-265-100-100 - \$6,097
- Robert Barrett - ESSER II MH - 20-485-100-100 - \$4,582
- Suzanne Henry - ESSER II MH - 20-485-100-100 - \$350
- Joseph Elmo - ARP ESSER - 20-487-100-100 - \$20,204
- Various District Staff - ARP ESSER After School - 20-490-100-100 - \$25,000

12. Approval of Insurance Renewal:

To approve the renewal of the liability insurance policies as follows for the 2024-2025 school year:

- Property Package - \$57,888 - 3% increase
- School Leaders Liability - \$2,778 - 6% decrease
- Workers Compensation - \$15,550 - 13% increase
- Umbrella Package - \$200 - 3% increase
- Workers Compensation Supplemental - \$803 - 13% increase
- Total - \$77,219 - 5% increase

Name	Motion	Yes	No	Abstain
Irene Hughes	1st	X		
Carol Labin		X		
Jean Frazier	2nd	X		
Deborah Harkness				
Jane Romanowski		X		

EDUCATION:

1. To approve the 2023-2024 Beach Haven School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act.

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2. To approve the Beach Haven Summer W.I.N. (What I Need) Learning and Enrichment Academy and 1:1 tutoring program.
3. To approve Ellen Ciceri (Affirmative Action and Title IX Officer to attend the LEGAL ONE Affirmative Action Officer (AAO) Online Certificate Program for \$500.
4. To approve Theodore Loeffler and Jill Falletta to Attend the Ocean County Teacher of the Year Orientation and Awards Ceremony at the School of Education Building at The College of New Jersey on August 6th, 2024.
5. To approve Theodore Loeffler and Jill Falletta to Attend the Ocean County Teacher of the Year Virtual Media Training from 1-3 pm on August 5th, 2024.
6. To approve the Beach Haven 2024-2025 Nursing Plan, including School Physician Standing Orders.
7. To approve the Beach Haven 2024-2025 Mentoring Plan.
8. To approve the District Goal Achievement for the 2023-2024 School Year.
9. To Approve Beach Haven’s continued participation in the McKinney-Vento Education of Homeless Children and Youth Program. Theodore Loeffler is the district’s Homeless Liaison.
10. To Approve the 2024-2025 Safe Return Plan
11. To Approve Theodore Loeffler to attend FY25 ESEA Original Application Technical Assistance training in Brick on June 26th from 1-2 pm.
12. To approve Tools of the Mind training dates (workshop previously approved 4/24/24) for Melanie Buda and Sharon Dugan for December 4, 2024, and March 4, 2025.

Name	Motion	Yes	No	Abstain
Irene Hughes	1st	X		
Carol Labin		X		
Jean Frazier	2nd	X		
Deborah Harkness				
Jane Romanowski		X		

PERSONNEL:

POLICY/REGULATION:

1. To approve the following Policies and Regulations on the first reading:  
 Policy 5350- Student Suicide Prevention-M  
 Policy 3421.13 Postnatal Accommodations- M

Name	Motion	Yes	No	Abstain
Irene Hughes	1st	X		
Carol Labin		X		
Jean Frazier		X		
Deborah Harkness				
Jane Romanowski	2nd	X		

GOVERNANCE:

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FACILITIES/OPERATIONS:

1. To acknowledge the performance of a Fire drill on 6/10/24 and a Shelter-in-place security drill on 6/11/24.

Name	Motion	Yes	No	Abstain
Irene Hughes	1st	X		
Carol Labin		X		
Jean Frazier	2nd	X		
Deborah Harkness				
Jane Romanowski		X		

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 ask that you see the Superintendent after the meeting since the Board does not publicly discuss such items.

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 will be adjourned at 5:15 pm.

Name	Motion	Yes	No	Abstain
Irene Hughes	1st	X		
Carol Labin		X		
Jean Frazier	2nd	X		
Deborah Harkness				
Jane Romanowski		X		

Respectfully submitted,

*Steven Terhune*

School Business Administrator/Board Secretary