

BEACH HAVEN BOARD OF EDUCATION  
Beach Haven, NJ 08008

PUBLIC MINUTES  
BUSINESS MEETING

PLACE: Beach Haven Elementary School  
DATE: December 18, 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 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 November 20, 2024
2. Executive Session Minutes of November 20, 2024

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

PRESENTATION:

- Mr. Loeffler- District Update- December 2024 – Student enrollment update; increase in Choice seats for 2025-2026; Attendance Action Plan; current year student attendance; No HIB complaints or suspensions; Principal of the Day; Teacher of the Year and Support Staff of the Year; TREPS Marketplace; PTA Holiday Social; Character Program Update; students involved in the Surfflight Production; student letters for the Beach Haven Library 100<sup>th</sup> Anniversary Celebration; Atlanticare

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Grant; thank you received for Operation Gratitude student letters; staff training update; agenda items review; Social Studies resources are expiring after this year; Science curriculum update process; Strategic Planning; RFP for Architect Services; offers from Resilient LBI; and WIN Tutoring Program Update.

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 ask that you see the Administrator 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.

SUPERINTENDENT RECOMMENDATIONS:

Actions to Be Taken:

Finance/Operations:

1. BE IT RESOLVED by the Beach Haven Board of Education that the December 2024 bills totaling \$91,018.19 for the 2024-2025 school year, as well as the November 2024 Payroll Bills totaling \$120,585.98 for 2024-2025, 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 November 2024.
3. To accept the revised financial report of the Secretary for the month ending November 30, 2024: Balance on hand \$1,741,182.91.

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 November 30, 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 November 30, 2024, after

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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 November 2024.
5. To approve the shared-services agreement with Southern Regional School District for Library Media Specialists to guide and oversee the development and coordination of school library media programs and resources at Beach Haven School.
6. To accept the \$750 Nutrition Enhancement Grant AtlantiCare Healthy Schools, Healthy Children 2024-2025 Grant Funding Opportunity that Mrs. Deakyne applied for on behalf of the school’s wellness committee.
7. To approve the tuition agreement between Beach Haven School District and Barnegat School District for a student attending classes in Barnegat as the “RECEIVING DISTRICT” pursuant to McKinney Vento.

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

POLICY/REGULATION:

1. To approve the following Policies and Regulations on the second reading:
  - Policy 5337.1- Therapy Dog

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

PERSONNEL:

1. To approve Zoe Deakyne to substitute for the 2024-2025 school year.
2. To approve Eileen Corey as a part-time paraprofessional to support students 5 hours a day at a rate of \$16.75 per hour from January 13, 2025, through June 16, 2025.

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

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EDUCATION:

1. To approve (retroactively) Beth Cartegna to attend the Art Educators Workshop on December 6th for \$85.00. This workshop focuses on developing the connection between art and poetry and building story expression and creative writing.
2. To approve Theodore Loeffler, Kimberly Carey, and Sara Holleran to present at and attend the Connected Leadership Conference at Ocean County College from 8:30 am to 3:00 pm on January 10, 2024. We will be presenting on our TREP\$ program at the conference.
3. To approve the District’s Attendance Action-Plan to address chronic absenteeism as required by N.J.S.A. 18A:38-25.1 when your chronic absenteeism is 10% or more.
4. To approve Ann Marie Deakyne to attend the Afternoon Wellness Grant Workshop at ACUA Environmental Park in Egg Harbor Township from 12:30 pm to 2 pm. This workshop is required as part of the AtlantiCare Healthy Schools grant. Travel costs are \$41.55.
5. To approve a field trip for first and second grade to attend “The Rainbow Fish” at the Algonquin Arts Theatre in Manasquan on January 30th, 2025.

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

GOVERNANCE:

FACILITIES/OPERATIONS:

1. To acknowledge the performance of a Fire drill on 12/4/24 and a lockdown security drill on 12/17//24.
2. To approve the use of Willits Hall for the PTA for play practices on 1/4, 1/5, 1/11, 1/12, 1/18, and 1/19 9 am - 5 pm, and 1/6-1/24/25 M-F 2:45 pm - 5 pm.

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

COMMITTEE REPORTS:

1. Negotiations Committee Report – met to prepare for the first negotiations session with the BHEA which will be held on January 27th

OLD BUSINESS:

NEW BUSINESS:

1. Upcoming policy updates

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2. 2025-2026 School Calendar process has begun. It will be presented to the Board at a future meeting.
3. Reminder that the Annual Reorganization meeting will be held on January 9, 2025

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.

The public present expressed Happy Holidays to those present and all of the staff, students and families of the district.

ADJOURNMENT

BE IT RESOLVED; the Board of Education meeting will be adjourned at 5:16pm.

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

Respectfully submitted,

*Steven Terhune*

School Business Administrator/Board Secretary