

BEACH HAVEN SCHOOL  
 MINUTES FOR BOARD OF EDUCATION MEETING  
 Thursday, June 25, 2015  
 Public Session - 7:00 PM  
 FORMAL ACTION WILL OR MAY BE TAKEN

I. CALL TO ORDER – 7:01 PM

II. OPEN PUBLIC MEETINGS STATEMENT

The 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 and mailed to the County Superintendent of Schools.

III. ROLL CALL

Name	Present	Absent
Irene Hughes	X	
Kathy Kelly	X	
Carol Labin	X	
Jen Tomlinson	X	
Meredith O'Donnell	X	

IV. FLAG SALUTE

V. EXECUTIVE SESSION – Legal and CSA Evaluation – 7:04 PM

Name	Motion	Yes	No	Abstain
Irene Hughes		X		
Kathy Kelly		X		
Carol Labin		X		
Jen Tomlinson	1	X		
Meredith O'Donnell	2	X		

Return to Public Session – 8:23 PM

Name	Motion	Yes	No	Abstain
Irene Hughes		X		
Kathy Kelly		X		
Carol Labin		X		
Jen Tomlinson	1	X		
Meredith O'Donnell	2	X		

VI. AMEND AGENDA TO INCLUDE THE MACHADO LAW GROUP IN MOTION 506

Name	Motion	Yes	No	Abstain
Irene Hughes		X		
Kathy Kelly		X		
Carol Labin		X		
Jen Tomlinson	1	X		
Meredith O'Donnell	2	X		

VII. PRESENTATIONS - ~~Ocean County Prosecutor's Office - School Safety (waiting for confirmation)~~ - None

VIII. COMMUNICATIONS - State Department of Education - QSAC Certification Letter  
Letter of Resignation - Miss Dworkin - Music Teacher

IX. PUBLIC SESSION MINUTES AND EXECUTIVE SESSION MINUTES TO BE APPROVED FOR

May 20, 2015 and June 4, 2015

Name	Motion	Yes	No	Abstain
Irene Hughes		May 20		June 4
Kathy Kelly		May 20		June 4
Carol Labin		X		
Jen Tomlinson	1	X		
Meredith O'Donnell	2	X		

X. COMMENTS FROM MEMBERS OF THE PUBLIC ON 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.

XI. SUPERINTENDENT RECOMMENDATIONS

Action to Be Taken

A. Finance/Operations

101. Financial Reports of the Board Secretary & Treasurer's Report – May 31, 2015, Treasurer's Report April 30, 2015
102. Bills Lists – May 21-29, 2015, June 6 - 23, 2015
103. Monthly Certifications of Budgetary Major Accounts/Fund Status

Name	Motion	Yes	No	Abstain
Irene Hughes		X		
Kathy Kelly	1	X		
Carol Labin		X		

Jen Tomlinson		X		
Meredith O'Donnell	2	X		

B. Education

- 201. Approve the Statement of Assurances (SOA) for the District Mentoring Plan
- 202. Approve the 2016 Sixth Grade Field Trip to New York City - Broadway Show
- 203. Approve the following staff to participate in the Ocean County Curriculum Frameworks Development

Name	Curriculum	Cost	Dates
Stephanie Dibiasi	Social Studies Gr. 1-3	\$40 per hour Totaling: \$960	7/13 - 7/16

Name	Motion	Yes	No	Abstain
Irene Hughes		X		
Kathy Kelly	1	X		
Carol Labin		X		
Jen Tomlinson	2	X		
Meredith O'Donnell		X		

C. Personnel

- 301. Approve Brian Falkowski as Business Administrator for the 2015-2016 School at a cost of \$15,000.
- 302. Approve the following Non-tenured Staff for the 2015-2016 School Year:

Name	Tenured/ Non	Full / Part Time	Grade/Subject
Lu-Ann Cirone	Non Tenured	Part Time - 3 days	Technology

- 303. Approve the following Non-Certificated Staff for the 2015-2016 School Year.

Name	Position	Annualized Salary	Term
Lillian Brendel	Board Secretary	\$16,000	7/1/15-6/30/16
Ed Crawford	Facilities Manager	\$15,000	7/1/15-6/30/16
Donna Doyle	Nurse	\$32,632	9/1/15-6/30/16
Sharon Dugan	Classroom IA	\$17,100	9/1/15-6/30/16
Jody Redmond	Confidential Secretary	\$54,543	7/1/15-6/30/16

Kim Carey	Secretary	\$25,625	7/1/15-6/30/16
Vern Berube	Bus Driver	\$14,958	7/1/15-6/30/16
Jay Lownsbury	Custodian	\$35,615	7/1/15-6/30/16

304. Approve the following Per Diem Staff for the 2015-2016 School Year.

Name	Position	Per Diem Rate	Term
Kelly Bulger	Counselor	\$280 per day \$280 per CST or Social Evaluation	7/1/15-6/30/16
Cheryl Moresi	School Psychologist	\$350 Per Evaluation	7/1/15-6/30/16
Cheryl Moresi	CST Case Management	\$85 per hour (if less than 3.5 hours) \$350 per day	7/1/15-6/30/16
Michelle Walsh	LDTTC	\$280 Per Evaluation	7/1/15-6/30/16
Advance Education Advisement	Speech Services	\$71 per hour \$280 Per Evaluation	<del>7/1/15-6/30/16</del>

305. Approve the following summer rates/services as needed:

Name	Position	Cost	Term
Vern Berube	Bus Driver Maintenance	\$20 OT rate	7/1/14-6/30/15
Jay Lownsbury	Custodial	\$20 OT rate	7/1/14-6/30/15
Lu-Ann Cirone	Tech Teacher	Summer Tech Support at the BHEA negotiated rate of \$30 per hour not to exceed 15 hours	7/1/15-8/28/15

306. Approve the following Professional Development:

Name	Type	Cost	Dates
EvaMarie Raleigh	NJPSA - Educational Leaders as	FREE - Grant	7/13- 7/15 2015

	Scholars (3 yr. Arts Grant) Princeton University		
EvaMarie Raleigh	District Administration Leadership Institute, Boston, MA	FREE	7/29 - 8/1 2015
Stephanie DiBiase	Columbia Teachers College Writers Workshop, Grades K-2	\$825, plus Hotel, Meals, Transportation, per GSA	8/3 - 8/7 2015
Sunday D’Arcangelo	Columbia Teachers College Writers Workshop, Grades 3-5	\$825, plus Hotel, Meals, Transportation, per GSA	8/3 - 8/7 2015

**\*\*Note: Speech consultant (Advanced Education Advisement) has been tabled.\*\***

The Board of Education raised questions regarding the positions of staff. The Superintendent and attorney responded. The attorney suggested a report be given to the Board of Education about the configuration of the staff for September.

Name	Motion	Yes	No	Abstain
Irene Hughes	2	X	302 , 305 Tech Position Only	
Kathy Kelly		X	302 , 305 Tech Position Only	
Carol Labin		X	302 , 305 Tech Position Only	
Jen Tomlinson	1	X	302 , 305 Tech Position Only	
Meredith O’Donnell		X	302 , 305 Tech Position Only	

**D. Policies/Regulations**

- 401. Approve the May and June 2015 Staff and Student Attendance Rates
- 402. Approve the May and June 2015 Nursing Reports
- 403. Approve the Monthly Harassment, Intimidation & Bullying Incidents - Zero Incidents for May and June 2015

Name	Motion	Yes	No	Abstain
Irene Hughes	1	X		
Kathy Kelly		X		
Carol Labin		X		
Jen Tomlinson	2	X		
Meredith O’Donnell		X		

**E. Governance**

- 501. Approve the Comprehensive Equity Plan
- 502. Approve the payment of Bills between Board Meetings (June 26th - June 30th)
- 503. Approve the current Board Policies for the 2015-16 school year.
- 504. PARLIAMENTARY PROCEDURES Approve the adoption of the policies of the board. Roberts Rules of Order Shall be Followed for the conduct of business.
- 505. Approve the chart of accounts as per GAAP for the 2015-16 school year.
- 506. Approve the following Appointments for the 2015-2016 School Year

<b>Position/Title</b>	<b>Person/Company</b>	<b>Department</b>	<b>Cost (if applicable)</b>
Auditor	Robert Hulsart & Co.	Finance	\$6000 (2015 Audit)
Tax Shelter Annuity Company	AXA Equitable	Finance	
Treasurer	Diane Marshall	Finance	
Purchasing Agent	Brian Falkowski	Finance	
Contracts to Bid Threshold and set Quote Threshold	Brian Falkowski	Finance	
State Contracts: Approve Procurement of Good and Services through State Agencies	Brian Falkowski	Finance	
Indoor Air Quality Designee	Ed Crawford	Facilities	
Asbestos Management Officer	Ed Crawford	Facilities	
Integrated Pest Management Officer	Ed Crawford	Facilities	
Right To Know Officer	Ed Crawford	Facilities	
Safety & Health Designee	Donna Doyle		
Chemical Hygiene Officer	Donna Doyle		
Affirmative Action Officer	Donna Doyle		
Ahera Coordinator	Lil Brendel		

Custodian of Records	Lil Brendel		
Agency Compliance Officer	EvaMarie Raleigh		
504 Committee Coordinator	EvaMarie Raleigh		
School Board Attorney	Isabel Machado, Machado Law Group		

Name	Motion	Yes	No	Abstain
Irene Hughes		X		
Kathy Kelly		X		
Carol Labin		X		
Jen Tomlinson	1	X		
Meredith O'Donnell	2	X		

F. Facilities/Operations

- 601. Approve the Fire Drills and Security Drills for May and June 2015
- 602. Approve the display of the Community Arts Signage for Wednesday Night Concerts on school fence June 25 - August 30, 2015.
- 603. Approve the use of the school parking lot by the Board of Education to park cars on July 4, 2015 for the Joseph Vietch Scholarship.
- ~~604. Authorize a Schedule C Agreement with the County Engineering for Signage in the amount of \$500.~~

~~\*\*Motion 604 was tabled.\*\*~~

Name	Motion	Yes	No	Abstain
Irene Hughes	1	X		
Kathy Kelly		X		
Carol Labin		X		
Jen Tomlinson	2	X		
Meredith O'Donnell		X		

XIII. COMMITTEE REPORTS

Facilities Committee reported on various improvement need on the Building and Property.

XIV. OLD BUSINESS

Approve the use of two security cameras installed as part of the facility plans covered in the 2014-15 school budget - State Security Aid Line Item. (Main Office - Bus Entrance).

XV. NEW BUSINESS

Discussion on Strategic Planning Goal # 3 - School as Community Center

1. Open school for 2-3 days in August for the Community to create second mosaic surfboard to present to the Mayor at the 125 Town Anniversary in November. Cost - Staff and Supplies – Total Cost of \$380.00.

Name	Motion	Yes	No	Abstain
Irene Hughes	1	X		
Kathy Kelly		X		
Carol Labin		X		
Jen Tomlinson		X		
Meredith O'Donnell	2	X		

Preschool Tuition Discussion – Next Board Meeting (July)

Approve Mortici Land Trust to post sign for an annual fund raiser on July 18

Name	Motion	Yes	No	Abstain
Irene Hughes		X		
Kathy Kelly	1	X		
Carol Labin		X		
Jen Tomlinson	2	X		
Meredith O'Donnell		X		

XVI. COMMENTS FROM MEMBERS OF THE PUBLIC ON GENERAL TOPICS ONLY

Kristy Davis discussed three concerns she has, security and the cameras, the panic bar on the main office door, the Readers and Writers Workshop and the staff teaching it, and the Surflight Fundraiser and announcements be communicated to the parents.

Cassandra Mitchell discussed issues with the new report cards. Ms. Mitchell expressed that she has difficulty interpreting the report card.

Kristy Davis discussed issues with the report card.

Cassandra Mitchell continued to discuss the report card issue.

Marie Claire Bunce asked about fire and security drills per month.

Questions ensued about the emergency drills amongst the Board and the CSA.

Pat O'Donnell told the Board and CSA that you train for an emergency as if it is a real emergency.

XVII. ADEDENDUM TO THE AGENDA (see handout)



<b>Name</b>	<b>Motion</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Irene Hughes	1	X		
Kathy Kelly	2	X		
Carol Labin		X		
Jen Tomlinson		X		
Meredith O'Donnell		X		

XVIII. RESIGNATION OF THE POSITION OF VICE PRESENT OF THE BOARD OF EDUCATION

Accept resignation of Kathy Kelly as the Vice-president of the Board of Education. Mrs. Kelly will remain an active School Board Member of the Beach Haven School.

<b>Name</b>	<b>Motion</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Irene Hughes	1	X		
Kathy Kelly	2	X		
Carol Labin		X		
Jen Tomlinson		X		
Meredith O'Donnell		X		

XIX. NOMINATION OF VICE PRESIDENT

Jennifer Tomlinson was nominated by Meredith O'Donnell.

<b>Name</b>	<b>Nominated</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Irene Hughes		X		
Kathy Kelly		X		
Carol Labin		X		
Jen Tomlinson		X		
Meredith O'Donnell	Jen Tomlinson	X		

XX. ADJOURNMENT – 9:39 PM

<b>Name</b>	<b>Motion</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Irene Hughes	1	X		
Kathy Kelly		X		
Carol Labin		X		
Jen Tomlinson	2	X		
Meredith O'Donnell		X		