

BEACH HAVEN BOARD OF EDUCATION
Beach Haven, NJ 08008

PUBLIC MINUTES
BUSINESS MEETING

PLACE: Beach Haven Elementary School

DATE: January 11, 2018

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 and mailed to the County Superintendent of Schools.

ROLL CALL:

| Name | Present | Absent |
|--------------------|---------|--------|
| Irene Hughes | X | |
| Jean Frazier | X | |
| Carol Labin | X | |
| Jen Tomlinson | X | |
| Meredith O'Donnell | X | |

FLAG SALUTE: Pledge of Allegiance to the Flag

Election Results and Oath of Office

STATEMENT OF RESULTS

District No. 1 of the District School Election of Beach Haven, County of Ocean, held on November 7, 2017 pursuant and in accordance with state law. The election was held at the Borough Municipal Complex and the election was opened by the municipal clerk.

VOTES COUNTED FOR CANDIDATES (OFFICIAL)

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| <u>Three-Year Term</u> | <u>Total</u> |
|------------------------|--------------|
| Meredith O'Donnell | 290 |
| Jennifer Tomlinson | 286 |
| Write In | 5 |

Dr. Savage performed the oath of office to Meredith O'Donnell and Jennifer Tomlinson.

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.

There were no public comments on the agenda items only.

Reorganization Motions:

OFFICIAL DEPOSITORIES

RESOLVED, That the Board of Education designate the following as Official Depositories of funds of the Beach Haven School District until next reorganization meeting.

TD Bank

OFFICIAL NEWSPAPERS

RESOLVED, That the Board of Education designate the following newspaper to public matters of the Board of Education

Asbury Park Press and Beach Haven Times

AGENCY COMPLIANCE OFFICER

RESOLVED, That the Board of Education approve Carl Krushinski as Agency Compliance Officer until next reorganization meeting.

AFFIRMATIVE ACTION OFFICER

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RESOLVED, That the Board of Education approve Carl Krushinski as Affirmative Action Officer until next reorganization meeting.

504 COMMITTEE COORDINATOR

RESOLVED, that the Board of Education approve Carl Krushinski as 504 Committee Coordinator until next reorganization meeting.

PURCHASING AGENT

RESOLVED, That the Board of Education approve Brian F. Savage, Ed.D. as the purchasing agent until the next reorganization meeting.

CONTRACTS TO BID THRESHOLD AND SET QUOTE THRESHOLD

RESOLVED, That the Board of Education authorize Brian F. Savage, Ed.D. to award contracts up to bid threshold, and set quote threshold until the next reorganization meeting.

APPROVE PETTY CASH FUND

RESOLVED, That the Board of Education approve petty cash fund in the amount of \$200.00.

APPROVE ASBESTOS MANAGEMENT OFFICER

RESOLVED, That the Board of Education approve Carl Krushinski as Asbestos Management Officer until the next reorganization meeting.

APPROVE INDOOR AIR QUALITY DESIGNEE

RESOLVED, That the Board of Education approve Carl Krushinski as Indoor Air quality designee until the next reorganization meeting.

APPROVE SAFETY & HEALTH DESIGNEE

RESOLVED, That the Board of Education approve Carl Krushinski as safety and health designee until the next reorganization meeting.

APPROVE INTEGRATED PEST MANAGEMENT COORDINATOR

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RESOLVED, That the Board of Education approve Carl Krushinski as the Integrated Pest Management Coordinator until the next reorganization meeting.

APPROVE RIGHT TO KNOW OFFICER

RESOLVED, That the Board of Education approve Brian F. Savage, Ed.D. as the Right to Know Officer until the next reorganization meeting.

APPROVE CHEMICAL HYGIENE OFFICER

RESOLVED, That the Board of Education approve Brian F. Savage, Ed.D. as the Chemical Hygiene Officer until the next reorganization meeting.

APPOINT CUSTODIAN OF RECORDS

RESOLVED, That the Board of Education appoint Brian F. Savage, Ed.D. as the Custodian of Records until the next reorganization meeting.

APPOINT AHERA COORDINATOR

RESOLVED, That the Board of Education appoint Carl Krushinski as AHERA Coordinator until the next reorganization meeting.

APPROVE TAX SHELTER ANNUITY COMPANY

RESOLVED, That the Board of Education designate the following tax shelter annuity company until the next reorganization meeting.

AXA Equitable

APPROVE TREASURER OF SCHOOL MONIES

RESOLVED, That the Board of Education approve _____ as Treasurer of School Monies until next reorganization meeting. No action was taken on this agenda item.

APPROVE BOARD ATTORNEY

RESOLVED, That the Board of Education approve Machado Law Group until next reorganization meeting.

APPROVE ATTENDANCE OFFICER

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RESOLVED, That the Board of Education approve James Markoski as Attendance Officer until next reorganization meeting.

APPROVE SCHOOL SAFETY SPECIALIST

To appoint Brian F. Savage as the School Safety Specialist as per Public Law 2017, Chapter 162.

APPROVE INSURER

RESOLVED, That the Board of Education approve the VanDyke Group as our insurer until next reorganization meeting.

APPROVE PAYMENT OF BILLS BETWEEN BOARD MEETINGS

RESOLVED, That the Board of Education approve payment of Bills between Board Meetings.

APPROVE ACKNOWLEDGEMENT OF RECEIPT FOR CODE OF ETHICS AND ADOPT CODE OF ETHICS

RESOLVED, That the Board of Education approve the acknowledgement of receipt for code of ethics and adopt the code of ethics.

APPROVE PROCUREMENT OF GOODS AND SERVICES THROUGH STATE AGENCIES (STATE CONTRACTS)

RESOLVED, That the Board of Education approve Brian F. Savage, Ed.D. for procurement of goods and services through state agencies (state contracts).

PARLIAMENTARY PROCEDURES

RESOLVED, That the Board of Education adopt the policies of the board. Robert's Rules of Order shall be followed for the conduct of business.

RESOLVED, That the Board of Education approve the chart of accounts as per GAAP until the next reorganization meeting.

RESOLVED, That the Board of Education adopts the current board policies, bylaws and regulations until the next reorganization meeting.

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Board of Education Meetings Schedule

Be it resolved, that the regular meetings of the Beach Haven Board of Education, will be held in the Faculty Room at 5:00 p.m. at the Beach Haven School, Eighth & Beach Avenue, Beach Haven, NJ 08008, on:

2018

- January 24, 2018
- February 28, 2018
- March 15, 2018**
- April 25, 2018
- May 15, 2018*
- June 27, 2018
- July 25, 2018
- August 22, 2018
- September 26, 2018
- October 24, 2018
- November 28, 2018
- December 20, 2018**

2019

- January 10, 2019***

* Third, Tuesday of the month

** Third, Thursday of the month

***Second, Thursday of the month

Participation by the public at all meetings shall be at such time or times as set forth in the agenda of the meeting, or at the direction of the presiding officer, or both. The Beach Haven Times and/or the Asbury Park Press are hereby designated official newspapers for notices, and said notices may be sent to either newspaper or both newspapers as may be required under the provisions of the Open Public Meetings Act.

APPROVE STATE HEALTH BENEFITS PROGRAM FULL TIME STATUS RESOLUTION

RESOLVED, that the Beach Haven Board of Education approve the average number of hours of employment per week required for “full time” status to 25 hours per week, as per the attached resolution.

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| Name | Motion | Yes | No | Abstain |
|--------------------|--------|-----|----|---------|
| Irene Hughes | 1 | X | | |
| Jean Frazier | | X | | |
| Carol Labin | | X | | |
| Jen Tomlinson | 2 | X | | |
| Meredith O'Donnell | | X | | |

P. MOTION: BE IT RESOLVED, That the Beach Haven Board of Education meet in Closed Session at 5:09 p.m. to discuss the following:

a. Contractual Matter

Minutes of Closed 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 | 1 | X | | |
| Jean Frazier | | X | | |
| Carol Labin | | X | | |
| Jen Tomlinson | 2 | X | | |
| Meredith O'Donnell | | X | | |

Q. MOTION: BE IT RESOLVED, Reconvene from Closed Session at 5:17 p.m.

| Name | Motion | Yes | No | Abstain |
|--------------------|--------|-----|----|---------|
| Irene Hughes | 1 | X | | |
| Jean Frazier | | X | | |
| Carol Labin | | X | | |
| Jen Tomlinson | 2 | X | | |
| Meredith O'Donnell | | X | | |

R. 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.

There were no public comments on general topics only.

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S. FACILITIES/OPERATIONS:

Approve revised 2017-2018 School Calendar

| Name | Motion | Yes | No | Abstain |
|--------------------|--------|-----|----|---------|
| Irene Hughes | 1 | X | | |
| Jean Frazier | | X | | |
| Carol Labin | | X | | |
| Jen Tomlinson | 2 | X | | |
| Meredith O'Donnell | | X | | |

T. ADJOURNMENT

BE IT RESOLVED, The Board of Education meeting be adjourned at 5:20 p.m.

| Name | Motion | Yes | No | Abstain |
|--------------------|--------|-----|----|---------|
| Irene Hughes | | X | | |
| Jean Frazier | | X | | |
| Carol Labin | | X | | |
| Jen Tomlinson | 1 | X | | |
| Meredith O'Donnell | 2 | X | | |

Respectfully submitted,

Brian F. Savage, Ed.D.

School Business Administrator/

Board Secretary