

BEACH HAVEN BOARD OF EDUCATION
Beach Haven, NJ 08008

PUBLIC MINUTES
BUSINESS MEETING

PLACE: Beach Haven Elementary School

DATE: October 25, 2017

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

A. PUBLIC SESSION MINUTES TO BE APPROVED FOR:

1. September 27, 2017

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

B. PRESENTATION:

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C. COMMUNICATIONS:

D. EXECUTIVE SESSION:

BE IT RESOLVED, That the Beach Haven Board of Education met in Executive Session to discuss the following at 5:05 p.m.:

- a. Litigation
- b. Contractual

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	2	X		
Jean Frazier	1	X		
Carol Labin		X		
Jen Tomlinson		X		
Meredith O'Donnell		X		

E. ADJOURNMENT FROM EXECUTIVE SESSION:

BE IT RESOLVED, That the Beach Haven Board of Education djourn from Executive Session at 5:45 p.m.:

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

F. 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 comments from the public on agenda items.

G. SUPERINTENDENT RECOMMENDATIONS:

Actions to Be Taken:

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Finance/Operations:

1. To authorize the Superintendent of Schools to make the following transfers within accounts for the months of August and September 2017.
2. BE IT RESOLVED by the Beach Haven Board of Education that the October 2017 bills totaling \$68,825.65 as well as the September 2017 Payroll Bills totaling \$137,705.00 for 2017-2018 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.
3. To accept the financial report of the Secretary for the month ending August 31, 2017: Balance on hand \$1,230,928.35.

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, Brian F. Savage, School Business Administrator/Board Secretary, certifies that as of August 31, 2017, 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 August 31, 2017, 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.

4. To accept the financial report of the Treasurer of School Monies ending August 2017.
5. To accept the financial report of the Secretary for the month ending September 30, 2017: Balance on hand \$1,393,872.98

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, Brian F. Savage, School Business Administrator/Board Secretary, certifies that as of September 30, 2017, 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

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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 September 30, 2017, 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.

6. To accept the financial report of the Treasurer of School Monies ending September, 2017.

7. Approve the submission of the ESEA FY18 Grant as follows:

Title I-A: \$13,251
Title II-A: \$2,264
Title IV Part A: \$10,000

8. Approve the following:

3-Year Comprehensive Maintenance Plan (CMP)
Annual Required Maintenance Budget Worksheet (M-1)
Annual Facilities Checklist Health and Safety Evaluation

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

H. EDUCATION:

There were no educational items for the month,

Name	Motion	Yes	No	Abstain
Irene Hughes				

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Jean Frazier				
Carol Labin				
Jen Tomlinson				
Meredith O'Donnell				

I. PERSONNEL:

- To approve Jessica Pleyn and Jeanne Priscoe as Substitute Teachers for the 2017-2018 School Year at the rate of \$70.00 per day.

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

K. POLICY/REGULATION:

- To approve Approve the Monthly Harassment, Intimidation & Bullying Incidents - Zero Incidents for September 2017.
- To approve the first reading of Policy 8454 Management of Pediculosis (new) the policy reflects a no nit procedure.

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

J. GOVERNANCE:

There were no governance items this month.

Name	Motion	Yes	No	Abstain
Irene Hughes				
Jean Frazier				
Carol Labin				
Jen Tomlinson				
Meredith O'Donnell				

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L. FACILITIES/OPERATIONS:

1. Approve the Fire Drill for September 15, 2017 and Security Drill for September 22, 2017.
2. Approve the agreement dated October 25, 2017 between the Beach Haven Board of Education and the Borough of Beach Haven regarding the pocket park as amended.

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

M. COMMITTEE REPORTS:

There were no committee reports for the month of October 2017.

N. OLD BUSINESS:

There was no old business for the month of October 2017.

O. NEW BUSINESS:

There was no new business for the month of October 2017.

P. 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.

The meeting was opened to the public for comments on general public items. There were no public comments on general topic items this month.

Q. ADJOURNMENT

BE IT RESOLVED, The Board of Education meeting be adjourned at 5:45 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		

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Respectfully submitted,

Brian F. Savage, Ed.D.
School Business Administrator/
Board Secretary