

BEACH HAVEN BOARD OF EDUCATION
Beach Haven, NJ 08008

PUBLIC MINUTES
BUSINESS MEETING

PLACE: Beach Haven Elementary School
DATE: April 30, 2019
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	

Also present were Steven Terhune, Business Administrator/Board Secretary and Dr. Christopher Meyrick, Superintendent of Schools.

FLAG SALUTE: Pledge of Allegiance to the Flag

PUBLIC AND EXECUTIVE SESSION MINUTES TO BE APPROVED FOR:

1. Regular Monthly Public Minutes of March 14, 2019
2. Public Special Meeting Minutes of April 3, 2019

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

PRESENTATION: Mr. Terhune opened the hearing and presented information for the 2019-2020 School Year Budget.

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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.

A member of the public questioned an item from the 2019-2020 Budget Presentation. Mr. Terhune responded to the inquiry.

SUPERINTENDENT RECOMMENDATIONS:

Actions to Be Taken:

Finance/Operations:

1. To authorize the Superintendent of Schools to make the following transfers within accounts for the month of April 2018.
2. BE IT RESOLVED by the Beach Haven Board of Education that the April 2019 bills totaling \$TBD as well as the March 2019 Payroll Bills totaling \$106,075.07 for 2018-2019 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 February 28, 2019 and March 31, 2019: Balance on hand \$1,665,696.95.

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 February 28, 2019 and March 31, 2019, 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 February 28, 2019 and March 31, 2019, 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

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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 February 2019 and March 2019.

5. WHEREAS, that the tentative budget for the 2019-2020 school year was adopted by the Board of Education at the March 14, 2019 public meeting; and

WHEREAS, the tentative budget for the 2019-2020 school year was reviewed and approved by the NJ Department of Education on April 5, 2019, and

WHEREAS, the tentative budget for the 2019-2020 school year was advertised in the Asbury Park Press on April 19, 2019

BE IT HEREBY RESOLVED, That the tentative budget for the 2019-2020 school year be adopted as the final budget in the CURRENT EXPENSE FUND 10 amount of \$2,263,685, SPECIAL REVENUE FUND 20 in the amount of \$34,731, and DEBT SERVICE FUND 40 in the amount of \$0.

BE IT FURTHER RESOLVED, that \$2,038,913 should be raised from local tax levy for the GENERAL FUND and \$0 should be raised for the DEBT SERVICE FUND for the 2019-2020 school year.

BE IT FURTHER RESOLVED, that the revenues for the 2019-2020 school year be adopted in the amounts of CURRENT EXPENSE FUND 10 in the amount of \$2,263,685, SPECIAL REVENUE FUND 20 in the amount of \$34,731 and DEBT SERVICE FUND 40 in the amount of \$0.

BE IT RESOLVED, that the Superintendent and School Business Administrator are authorized to implement the approved budget in accordance with State laws and regulations and Board of Education policy and regulations; and

BE IT FURTHER RESOLVED, that the Board of Education adopts and equal twelve month tax collection schedule for distribution to the Boro of Beach Haven for the 2019-2020 school year.

6. To approve the Interlocal Agreement for Business Services with the Southern Regional School District for the period from July 1, 2019 through June 30, 2020 as identified in the agreement. This agreement has been reviewed and approved by counsel.

7. To approve the allocation of Janice Carroll's Basic Skills instruction to the ESEA Title I Program for the 2018-2019 school year with timesheet documentation.

Name	Motion	Yes	No	Abstain
Irene Hughes		X		#6
Jean Frazier	2nd	X		
Carol Labin				
Jen Tomlinson	1st	X		
Meredith O'Donnell		X		

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EDUCATION:

1. To approve attendance by AnnMarie Deakyne at the Columbia Teachers Reading and Writing Workshop August Writing Institute at a cost of \$850.
2. To approve attendance by Suzanne Henry at Stockton ETTC Google Draw and Google Slides Workshop on May 15, 2019 at a cost of \$178 or 7 ETTC hours.
3. To approve a field trip for the 3rd Grade to Thomas Edison Center on May 16, 2019.

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

PERSONNEL:

1. To accept the resignation, with regret, from Jehu Lownsbury, Custodian, effective September 1, 2019 for the purpose of retirement.

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

POLICY/REGULATION:

1. To approve the Monthly Harassment, Intimidation & Bullying Incidents - Zero Incidents for March 2019
2. To rescind Policy and Regulation 5530.04 - Administering an Opioid Antidote
3. To approve the following Policies and Regulations on First Reading
 - a. 6220 - Petty Cash - Policy and Regulation
 - b. 4130 - Assignment and Transfer (Support Staff) - Policy
 - c. 8651 - Community Use of Transportation - Policy
 - d. 9181 - Volunteer Athletic and Co-Curricular Activity Advisors/Assistants - Policy

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

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FACILITIES/OPERATIONS:

1. To acknowledge the performance of a Fire Drill on March 14, 2019 and a Security Drill (evacuation) on March 27, 2019.
2. To approve use of the gym facilities by Beach Haven Police Department for Police Training on June 4, 5 and 7 from 4pm to midnight.

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

COMMITTEE REPORTS:

OLD BUSINESS:

NEW BUSINESS: The Board and Administration discussed a request from Fantasy Island for temporary use of a section of the parking lot. The discussion included a review of the district's facility use and insurance processes. The inquiry was referred to Dr. Meyrick for follow up on the details.

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.

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.

EXECUTIVE SESSION:

BE IT RESOLVED, That the Beach Haven Board of Education meet in Executive Session to discuss the following:

- a. Personnel

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. The Board anticipates Executive Session lasting 10 minutes and no action will be taken upon return to Public Session. The Board entered into Executive Session at 5:26 pm

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

ADJOURNMENT FROM EXECUTIVE SESSION:

The Board returned to Public Session at 5:34 pm

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

ADJOURNMENT

BE IT RESOLVED, The Board of Education meeting be adjourned at 5:35 pm.

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

Respectfully submitted,

Steven Terhune

School Business Administrator/Board Secretary