

BEACH HAVEN BOARD OF EDUCATION  
Beach Haven, NJ 08008

PUBLIC MINUTES  
BUSINESS MEETING

PLACE: Beach Haven Elementary School  
DATE: August 28, 2019  
TIME: 5:05 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 (arrived at 5:06 pm)		X
Jen Tomlinson (arrived at 5:09pm)		X
Meredith O'Donnell	X	

Also present were Dr. Christopher Meyrick, Superintendent and Steven Terhune, Business Administrator.

FLAG SALUTE: Pledge of Allegiance to the Flag

PUBLIC AND EXECUTIVE SESSION MINUTES TO BE APPROVED FOR:

Mrs. Labin arrived at 5:06 pm

1. Regular Monthly Public and Executive Minutes of July 24, 2019

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

PRESENTATION:

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COMMUNICATIONS: A request from the Beach Haven FD, through a Board Member, to park the antique fire truck in the district's garage during Chowderfest. Request was approved pending a certificate of insurance.

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.

There were no comments from the public present.

SUPERINTENDENT RECOMMENDATIONS:

Mrs. Tomlinson arrived at 5:09 pm.

Actions to Be Taken:

Finance/Operations:

1. To authorize the Superintendent of Schools to make the following revised transfers within accounts for the month of June 2018.
2. BE IT RESOLVED by the Beach Haven Board of Education that the July 2019 Payroll Bills totaling \$21,914.14 for 2019-2020 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 revised financial report of the Secretary for the month ending June 30, 2019: Balance on hand \$1,555,263.36.

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 June 30, 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.

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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 June 30, 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 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 revised financial report of the Treasurer of School Monies ending June 2019.
5. To authorize the addition of Lincoln Investment as an authorized provider of 403b plans under the district’s approved Tax Shelter Plan program.

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

EDUCATION:

1. Approve student # 350 as tuition based for prek-3.
2. Approve the following substitutes for the 2019-2020 school year: Janice Carroll, Cathy Reilly, Kristina Rutherford, Ellen Reilly, Sharon Dugan.
3. Approve 1st and 2nd grade to attend Southern Regional High School Holiday Assembly on Thursday, December 19 2019.

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

PERSONNEL:

1. Resolved that the Beach Haven Board of Education accepts and approves the Agreement and General Release with Employee #4060 as discussed with Board Counsel in executive session on July 24, 2019.
2. Approve Katie Micek as a full time teacher.
3. Approve the contracts for the Non-BHEA employees.
4. Approve the evaluations for the Non-BHEA employees.
5. Resolved that the Beach Haven Board of Education accepts Kimberly Maschi’s resignation from her position with the Beach Haven School District effective June 30, 2019.

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

POLICY/REGULATION:

GOVERNANCE:

FACILITIES/OPERATIONS:

COMMITTEE REPORTS:

OLD BUSINESS:

NEW BUSINESS:

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.

A member of the public inquired about when the second staff member was going to be hired, the advertising and interview process and the step placed in the contract. A second member of the public recommended that honest conversations happen with staff so that they are set up to succeed.

EXECUTIVE SESSION:

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

- a. Litigation
- b. Certificated Personnel
- c. Non-Certificated Personnel
- d. Student Personnel
- e. Negotiations - BHEA

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

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Board anticipates being in Executive Session for 20 minutes and no action will be taken upon return to public session. The Board entered Executive Session at 5:22 pm

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

ADJOURNMENT FROM EXECUTIVE SESSION:

The Board adjourned from Executive Session at 6:00 pm

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

ADJOURNMENT

BE IT RESOLVED, The Board of Education meeting be adjourned at 6:01 pm

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

Respectfully submitted,

*Steven Terhune*

School Business Administrator/Board Secretary