

BEACH HAVEN BOARD OF EDUCATION  
Beach Haven, NJ 08008

PUBLIC MINUTES  
BUSINESS MEETING

PLACE: Beach Haven Elementary School  
DATE: September 25, 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      |         | <i>X – by phone at 5:01 pm</i> |
| Meredith O'Donnell | X       |                                |

Also present were Steven Terhune, Business Administrator, and Dr. Christopher Meyrick, Superintendent. Mrs. Tomlinson joined the meeting by telephone.

FLAG SALUTE: Pledge of Allegiance to the Flag

PUBLIC AND EXECUTIVE SESSION MINUTES TO BE APPROVED FOR:

1. Regular Monthly Public and Executive Minutes of August 28, 2019

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

PRESENTATION:

1. Dr. Meyrick- District Update-September 2019 – Opening Day Red Carpet Ceremony, Back to School Night, Staff Committees Meeting, Discussed what a successful week would be, Observed all new staff members informally, releasing NJSLA Scores and discussed scores and approach.

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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.

No member from the public wished to address the Board at this time.

SUPERINTENDENT RECOMMENDATIONS:

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 July 2019.
2. BE IT RESOLVED by the Beach Haven Board of Education that the September 2019 bills totaling \$48,372.22 as well as the August 2019 Payroll Bills totaling \$23,714.62 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 July 31, 2019: Balance on hand \$1,718,352.60.

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 July 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 July 31, 2019, after review of the Secretary's monthly financial report (appropriations' section) and upon consultation with the

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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 July 2019.
5. To accept the Cash Flow Projection Report for the 2019-2020 School Year.
6. To adopt the 2020-2021 Budget Development Calendar.
7. To adopt the revised Standard Operating Procedures and Purchasing Manual.
8. To appoint Brown & Brown Benefit Advisors and Gary Goldfarb as the broker of record for dental and vision benefits effective October 1, 2019.

| 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. To approve Stephanie Cecchini for tuition reimbursement at the cost of \$1,050 for leadership & decision making credits.
2. To approve attendance by Dr. Chirs Meyrick and Stephanie Cecchini on October 2, 2019, at Berlin Community Elementary School for a gifted and talented program visit.
3. To approve attendance by Dr. Chris Meyrick on October 21 and 22, 2019, at NJ School Board Association Conference.
4. To approve a field trip for the 3rd grade to Academy of the Sciences-Drexel University on October 2, 2019.
5. To approve a field trip for the 4th, 5th, and 6th grade to Pinelands Institute at Whitesbog Village on October 15, 2019.
6. To approve a field trip for 3rd grade to Drumthwacket -Official Residence of the Governor on February 26, 2020.
7. To approve a field trip for the 4th, 5th and 6th grade to the Museum of the American Revolution on March 31, 2020.
8. To approve a field trip for the 3rd grade to Ocean County College on March 25, 2020.
9. To approve a field trip for the 4th, 5th and 6th grade to Six Flags Great Adventure (safari). The date is TBD.
10. To approve the School Nursing Plan for the 2019-2020 School Year with the standing orders from our school physician, James N. Suddeth MD.

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Discussed parents attending field trips and whether there was the need for a nurse on every field trip. Parents were encouraged to attend field trips when possible and the nurse would be limited circumstances as determined by administration.

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

POLICY/REGULATION:

GOVERNANCE:

FACILITIES/OPERATIONS:

1. To approve use of gym facilities by PTA starting on October 1, 2019 on Tuesdays from 2:45-4pm for afterschool yoga.
2. To approve use of gym facilities by PTA starting on October 3, 2019 on Thursdays from 2:45-4:15pm for after school drama.
3. To approve the use of the parking lot by PTA on October 5th and 6th for the Chowderfest parking fundraiser.
4. To approve use of gym facilities by PTA on October 18, 2019 for Fall Book Fair from 8am -4pm
5. To approve use of gym facilities by PTA on October 25, 2019 for the Halloween parade from 3pm to 8pm.
6. To approve the new use of facilities form.
7. To acknowledge the performance of a fire drill on September 16, 2019 and a Security Drill (lockdown) on September 13, 2019.

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

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

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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 at this time.

EXECUTIVE SESSION:

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

- a. Non-Certificated Personnel – Substitute Rate
- b. 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 Board anticipates being in Executive Session for approximately 15 minutes. Action will be taken upon return to Public Session. The Board entered Executive Session at 5:18 pm.

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

ADJOURNMENT FROM EXECUTIVE SESSION:

The Board returned to Public Session at 5:53 pm

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

PERSONNEL:

1. To approve the MOA and Salary Guides with the BHEA for the period from July 1, 2019 through June 30, 2022.
2. Approve the increased substitute rates:
  - a. Teacher - \$85/day
  - b. Nurse – \$85/day

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| Name               | Motion | Yes | No | Abstain                   |
|--------------------|--------|-----|----|---------------------------|
| Irene Hughes       | 1st    | X   |    |                           |
| Jean Frazier       | 2nd    | X   |    |                           |
| Carol Labin        |        | X   |    | <i>Abstain on Item 1.</i> |
| Jen Tomlinson      |        | X   |    |                           |
| Meredith O'Donnell |        | X   |    |                           |

ADJOURNMENT

BE IT RESOLVED, The Board of Education meeting be adjourned at 5:55 pm.

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

Respectfully submitted,

*Steven Terhune*

School Business Administrator/Board Secretary