

BEACH HAVEN BOARD OF EDUCATION  
Beach Haven, NJ 08008

PUBLIC MINUTES  
BUSINESS MEETING

PLACE: Beach Haven Elementary School  
DATE: December 18, 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>—participated by phone</i>	X	
Meredith O'Donnell	X	

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

FLAG SALUTE: Pledge of Allegiance to the Flag

PUBLIC AND EXECUTIVE SESSION MINUTES TO BE APPROVED FOR:

1. Regular Monthly Public Minutes of November 20, 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: Dr. Meyrick- District Update-December 2019 – 1 year since Dr. Meyrick's interview for the position, summary of district updates, curriculum updates, QSAC preparation and interviews for the vacancy.

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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 of the public wished to address the Board of Education.

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 October 2019.
2. BE IT RESOLVED by the Beach Haven Board of Education that the December 2019 bills totaling \$28,808.37 as well as the November 2019 Payroll Bills totaling \$113,556.85 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 October 31, 2019: Balance on hand \$1,835,801.72.

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 October 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 October 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 financial report of the Treasurer of School Monies ending October 2019.
5. To accept the Comprehensive Annual Audit for the school year ended June 30, 2019 that was completed by Jump, Perry and Company. There are no recommendations in this audit. The audit and all required supplementary materials have been filed with the NJ Department of Education and other regulatory agencies by the NJ Department of Education deadline.
6. To appoint TSA Consulting Group, Inc. as the district’s Third Party Administrator for the 403b Tax Shelter plans effective January 1, 2020 at a fee of \$2 per participating employee per month, to be paid by the district’s tax shelter providers.

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

EDUCATION:

1. To approve a field trip for 2nd & 3rd grade to TD bank on January 24, 2020.
2. To approve attendance by Lisa Altman on December 10th for an Immunization Review Workshop at Stockton University.
3. To approve attendance by Lisa Altman on January 15th, 21st and 23rd for an Affirmative Action Certificate Program in Monroe, NJ

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

PERSONNEL:

1. To approve the contract with Delta -T Group for substitute nurses.
2. To accept the resignation of Stephanie Konsig with regret, effective February 29, 2020.
3. To approve Jill Falletta as a full time teacher on Step 4 MA of the BHEA Contract effective on or about March 1, 2020.

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

POLICY/REGULATION:

1. To approve the following Policies and Regulations on First Reading:
  - a. 1642-Earned Sick Leave (Policy & Regulation) -New
  - b. 3159-TeachingStaff Member/School District Reporting Responsibilities (Policy)-Revised
  - c. 3218-Use, Possions, or Distribution of Substances (Policy & Regulation)-Revised
  - d. 4218-Use, Possions, or Distribution of Substances (Policy & Regulation)-Revised
  - e. 4219-Commercial Driver's License Controlled Substance and Alcohol Use of Testing (Policy)-Revised
  - f. 6112-Reimbursement of Federal and Other Grant Expenditure (Policy & Regulation)-Revised
  - g. 7440-School District Security (Policy & Regulation)-Revised
  - h. 8600-Student Transportation (Policy)-Revised
  - i. 8600-Student Transportation (Regulation)-Revised
  - j. 8630-Bus Driver/Bus Aide Responsibility (Policy)-Revised
  - k. 8630-Emergency School Bus Procedures (Regulation)-Revised
  - l. 8670-Transportation of Special Needs Students (Policy)-Revised
  - m. 9210-Parent Organizations (Policy)-Revised
  - n. 9400-Media Relations (Policy)-Revised

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

GOVERNANCE:

FACILITIES/OPERATIONS:

1. To acknowledge the performance of a fire drill on December 20, 2019 and a security drill on December 16, 2019.
2. To acknowledge the school bus emergency evacuation drill on December 13, 2019.

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

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COMMITTEE REPORTS:

OLD BUSINESS:

NEW BUSINESS:

COMMENTS FROM THE MEMBERS OF THE PUBLIC ON GENERAL TOPICS ONLY

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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 of Education.

ADJOURNMENT

BE IT RESOLVED, The Board of Education meeting be adjourned at 5:30 pm.

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

Respectfully submitted,

*Steven Terhune*

School Business Administrator/Board Secretary