

BEACH HAVEN BOARD OF EDUCATION  
Beach Haven, NJ 08008

PUBLIC MINUTES  
BUSINESS MEETING

PLACE: Beach Haven Elementary School  
DATE: March 23, 2022  
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, Press of Atlantic City 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 <i>by phone</i>	X	

Also present were Steven Terhune, Business Administrator, 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 February 23, 2022

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

PRESENTATION: Dr. Meyrick- District Update- March 2022 – discussed completion of 2<sup>nd</sup> Trimester, 3<sup>rd</sup> round of WIN program starts in April, 3D printing project, 2021 Performance Report upcoming release and the first delivery of roofing materials.

COMMUNICATIONS:

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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 at this time.

SUPERINTENDENT RECOMMENDATIONS:

Actions to Be Taken:

Finance/Operations:

1. BE IT RESOLVED by the Beach Haven Board of Education that the March 2022 bills totaling \$49,972.59 as well as the February 2022 Payroll Bills totaling \$111,119.59 for 2021-2022 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.
2. To authorize the Superintendent of Schools to make the following revised transfers within accounts for the month of February 2022.
3. To accept the revised financial report of the Secretary for the month ending February 28, 2022: Balance on hand \$2,254,171.64.

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, 2022, 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, 2022, 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

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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 2022.

5. To approve the preliminary budget for the 2022-2023 school year:

RESOLVED, That the tentative budget for the 2022-2023 school year be adopted in the CURRENT EXPENSE FUND 10 amount of \$2,389,377, SPECIAL REVENUE FUND 20 in the amount of \$33,473, and DEBT SERVICE FUND 40 in the amount of \$0.

FURTHER, be it resolved that \$2,078,975 should be raised from local tax levy for the GENERAL FUND and \$0 should be raised for the DEBT SERVICE FUND for the 2022-2023 school year.

FURTHER, be it resolved that the revenues for the 2022-2023 school year be adopted in the amounts of CURRENT EXPENSE FUND 10 in the amount of \$2,389,377, SPECIAL REVENUE FUND 20 in the amount of \$33,473 and DEBT SERVICE FUND 40 in the amount of \$0.

BE IT RESOLVED, that the Beach Haven Board of Education accept School Choice Aid of \$211,888; Categorical Special Education State Aid of \$62,984.; Categorical Security Aid of \$4,642; Categorical Transportation Aid of \$588 and

BE IT RESOLVED, that the Beach Haven Board of Education allocates \$9,924 of Banked Cap from the 2019-2020 school year for use in the 2022-2023 budget for classroom instructional programs that must be completed during the 2022-2023 school year and cannot be deferred or incrementally completed over a longer period of time, and

BE IT RESOLVED, that the Beach Haven Board of Education allows \$824,180 of Banked Cap from the 2019-2020 school year to expire and no longer be available for use, and

BE IT RESOLVED, that the Beach Haven Board of Education authorizes the withdrawal of \$25,000 from the Maintenance Reserve Account for use toward items approved in NJAC 6A:23A-14.2 within the 2022-2023 budget, and

BE IT RESOLVED, that the School Business Administrator authorized the advertisement of said tentative budget in the Asbury Park Press in accordance with the format required by the State Department of Education and according to law; and

WHEREAS, the Beach Haven Board of Education shall hold a Public Hearing for adoption of the 2022-2023 School Year budget on Wednesday, April 27, 2022 at 5:00 pm; and

WHEREAS, the Beach Haven Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

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WHEREAS, N.J.A.C. 6A:23A-7.2 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, the NJ Department of Education recommends a per pupil limit of \$59 per pupil for legal costs the Beach Haven Board of Education approves a district procedure that use of legal services will be limited to only necessary topics or cases for the 2022-2023 school year; and

WHEREAS, a Board of Education may establish, for regular district business travel as defined in NJAC 6A:23A-1.2, which includes attendance at regularly scheduled in-State county meetings, Department or Association sponsored events or in-State professional development activities for which the registration fee does not exceed \$150 per employee or board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$1,500 in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23A-7.3 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms;

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A: 23A-7.3 et seq.as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A: 23A-7.3, to a maximum expenditure of \$5,000 for all staff and board members.

WHEREAS, school district policy #9120 & #0177, NJAC 6A:23A-5.2(b) and NJAC 6A:23A-9.3(c)14 provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such public relations and professional services for 2021-2022 School Year.

NOW, THEREFORE BE IT RESOLVED, that the Beach Haven Board of Education hereby establishes the school district public relations and professional services maximum for the 2022-2023 School Year at the sum of: Professional Services: Attorney(s): \$ 12,000 Auditor: \$ 10,000 OT/PT/Speech \$ 65,000 Public Relations: \$ 2,000 and

BE IT FURTHER RESOLVED that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

BE IT FURTHER RESOLVED that the supporting documentation of this budget also contains an itemization of certain expenditures required under administrative regulations.

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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		

EDUCATION:

1. To approve a field trip for 3rd grade to Tuckerton Seaport/Museum on May 17, 2022 by boat (taylor Ave boat ramp).
2. To approve a field trip for 2nd grade to the Popcorn Park Zoo in Lacey Township on May 18, 2022.
3. To approve Ms. Giordano and Mrs. Falletta to attend a workshop on April 25 for “Addressing the NJ math standards using children’s literature” at Camden County College.

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

PERSONNEL:

1. To approve the following substitute for the 2022-2023 school year: Eve Lehrer.

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

POLICY/REGULATION:

1. To approve the following Policies and Regulations on the second reading:
  - a. 2415.05- Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment (Policy)-Revised
  - b. 2460.30- Additional/Compensatory Special Education and Related Services (Reg)- New
  - c. 2622- Student Assessment (Policy & Reg)- Revised
  - d.3233- Political Activities (Policy)- Revised
  - e. 5541- Anti-Hazing (Policy)- New
  - f. 7540- Joint Use of Facilities (Policy)-Revised
  - g. 8465- Bias Crimes and Bias-Related Acts (Policy & Reg)- Revised
  - h. 9560-Administration of School Surveys (Policy)-Revised

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

GOVERNANCE:

FACILITIES/OPERATIONS:

- To acknowledge the performance of a fire drill on March 2, 2022 and a security drill (bomb threat) on March 22, 2022.

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

COMMITTEE REPORTS: Personnel committee met in February and Negotiations meets after this meeting.

OLD BUSINESS: Weather permitting the first section of the roof replacement may occur over Spring break.

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.

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

ADJOURNMENT

BE IT RESOLVED, The Board of Education meeting be adjourned at 5:13 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