

BEACH HAVEN BOARD OF EDUCATION
Beach Haven, NJ 08008

PUBLIC MINUTES
BUSINESS MEETING

PLACE: Beach Haven Elementary School
DATE: February 26, 2024
TIME: 5:03 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 to 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
Carol Labin	X	
Jean Frazier <i>by phone</i>	X	
Deborah Harkness <i>by phone – arrived at 5:06pm</i>		X
Jane Romanowski	X	

FLAG SALUTE: Pledge of Allegiance to the Flag

PUBLIC AND EXECUTIVE SESSION MINUTES TO BE APPROVED FOR:

1. Regular Monthly Public Minutes of January 22, 2025

Name	Motion	Yes	No	Abstain
Irene Hughes				
Carol Labin	2nd	X		
Jean Frazier		X		
Deborah Harkness				
Jane Romanowski	1st	X		

PRESENTATION:

- Mr. Loeffler- District Update- February 2025 – enrollment update; student attendance update; HIB/Suspensions 0 YTD; School Climate Committee update; WIN program; Accelerated Tutoring program; Science Fair Challenge; Principal for the Day; Shared Service School Media Specialist update; book exchange; Golden Ladle Competition; incubator chicks have arrived; new school counselor through Stafford Shared Services Agreement; PTA Bunko night; Unsung Hero Award Winner; agenda items; board committees and curriculum updates related to science.

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- *Deborah Harkness arrived to the meeting during the prior report at 5:06 pm*
- District Student Safety Data System (SSDS) Report for 1st reporting period

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 ask that you see the Administrator after the meeting since the Board does not publicly discuss such items.

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.

SUPERINTENDENT RECOMMENDATIONS:

Actions to Be Taken:

Finance/Operations:

1. BE IT RESOLVED by the Beach Haven Board of Education that the February 2025 bills totaling \$72,029.01 for the 2024-2025 school year, as well as the January 2025 Payroll Bills totaling \$118,994.79 for 2024-2025, 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 January 2025.
3. To accept the revised financial report of the Secretary for the month ending January 31, 2025: Balance on hand \$1,615,418.02.

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 January 31, 2025, 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 January 31, 2025, 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 January 2025.
5. To approve a Fair and Open Resolution for a provider of Architect Services, as follows:

WHEREAS, there exists a need for a provider of Architect of Record Services and completion of an update of the district facilities improvement/needs plan; and

WHEREAS, N.J.S.A. 18:18A et seq requires any contract in which the amount exceeds the bid threshold be awarded by the Board of Education by resolution at a public meeting; and

WHEREAS, N.J.S.A. 18A:18A-5 also states that Professional services may be negotiated and awarded without public advertising for bids and bidding; and

WHEREAS, N.J.S.A. 18A:18A-5a(1) states that the Board of Education shall in each instance state supporting reasons for its action in the resolution awarding each contract and shall forthwith cause to be printed once in an official newspaper, a brief notice stating the nature, duration, service and amount of the contract and that the resolution and contract are on file and available for inspection in the Office of the Board of Education; and

WHEREAS, N.J.A.C. 6A:23A-5.2(a)4 states Professional Services contracts are to be issued in a deliberative and efficient manner that ensures the District receives the highest quality service at a fair and competitive price such as through a Request for Proposal based on cost and other specified factors; and

WHEREAS, on January 9, 2025 at 3:00 pm the district opened proposals from the following firms:

- Spiezle Architectural Group, Inc.
- LAN Associates
- Fraytak Veisz Hopkins Duthie PC
- DiCara Rubino Architects
- Settembrino Architects

NOW THEREFORE BE IT RESOLVED by the Beach Haven Board of Education, as follows:

1. That Fraytak Veisz Hopkins Duthie PC be and is hereby appointed by the Beach Haven Board of Education to the above position.
2. This appointment is made in accordance with the Request for Proposal as a Professional Service under the provisions of the Local Public Contract Law regulated by law because the services are to be performed by a person authorized by law to practice a recognized profession and whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction for apprenticeship and training and meets the requirements of N.J.S.A. 18A:18A-5(a) 1.

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3. This appointment is made in a Fair and Open process in accordance with N.J.S.A. 19A:44A-20.26.
4. The fee for services shall not exceed \$155/hour for the update of the facilities improvement/need plan and the updating of the district Long Range Facility Plan (LRFP) with the NJ Department of Education Proposal as well as other services required as the architect of record.
5. The duration of this appointment will be for 12 months.
6. A copy of this Resolution shall be published in the Asbury Park Press as required by law within 20 days after its passage.
7. A certified copy of this Resolution, together with a copy of the Proposal shall remain on file and be available for inspection.

Name	Motion	Yes	No	Abstain
Irene Hughes				
Carol Labin	2nd	X		
Jean Frazier		X		
Deborah Harkness		X		
Jane Romanowski	1st	X		

POLICY/REGULATION:

1. To approve the following Policies and Regulations on the second reading:
 - Regulation 5116 - Education of Homeless Children
 - Policy 5512 - Harassment, Intimidation, or Bullying
 - Policy and Regulation 5516- Use of Electronic Communication Devices
 - Policy and Regulation 5533- Student Smoking
 - Policy 5701- Academic Integrity
 - Policy 5710- Student Grievance
 - Policy and Regulation 7441- Electronic Surveillance In School Buildings and on School Grounds
 - Policy 8500- Food Services
 - Regulation 9320 Cooperation with Law Enforcement Agencies

Name	Motion	Yes	No	Abstain
Irene Hughes				
Carol Labin	2nd	X		
Jean Frazier		X		
Deborah Harkness		X		
Jane Romanowski	1st	X		

PERSONNEL:

EDUCATION:

1. To approve Melanie Buda, Jill Falletta, and Theodore Loeffler to attend the OCTOY Colloquium on March 20th, 2025, Travel costs for Melanie Buda and Jill Falletta are \$30.08

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2. To approve Theodore Loeffler to attend the Advanced K-12 Behavioral Threat Assessment and Management Training (In-person) - Ocean March 19, 2025, from 8:30 am - 3:00 pm at the Ocean County Office of Emergency Management, 901 Route 530, Berkeley Township, NJ 08721.
3. To approve Theodore Loeffler to attend Behavioral Threat Assessment Training- NJ K-12 (Virtual Training) May 22nd, 8:30 am - 3 pm.
4. To approve authorizing the Affirmative Action Team to conduct the needs assessment and develop a 3-year CEP for 2025-2026 through 2026-2027.
5. To approve a revised date for the workshop that Mrs. Falletta was previously approved for on February 6, 2025, through the Bureau of Education and Research for \$295. The new date is March 10, 2025.
6. To approve the School Plan Immigration Agent Access to School Facilities and Students provided by the Machado Law Group.
7. To approve Mrs. Falletta to attend the Honored Educators Conference on April 2, 2025, with \$0 cost to attend and \$67.11 in travel costs.
8. To approve Miss Herriger to attend the NJSHA Convention (speech-language-hearing) on March 27th and 28th, 2025, at Harrah's in Atlantic City with \$380.00 cost to attend and \$110.24 in travel costs.
9. To approve Brian Ball to attend the NJSB&GA Conference on March 23rd-26th, 2025 at Harrah's Conference Center in Atlantic City with \$214.16 in travel cost.
10. To approve a field trip for 6th grade on March 21, 2025 to JBJ Soul Kitchen in Toms River from 9:30 to 2:00 for the total cost of \$60.00.
11. To acknowledge a field trip for 6th grade to St. Francis Community Center on March 25, 2025 from 10:40 to 12:20 for community outreach.
12. To approve a field trip for Mrs. Wiehr and our 6th-grade students to attend Sportsmanship Day at The Stafford Arts Center on March 27th, 2025, at 9:30 am.
13. To approve a field trip to Jenkinson's Aquarium for grades Prek, K and 1 on March 28, 2025 from 8:30 am to 1:30 pm for a total cost of \$236.00.
14. To approve a field trip for 4th, 5th, and 6th grade on April 17, 2024 to Grounds for Sculpture in Hamilton NJ from 8:30 to 2:30 for a total cost of \$210.00.
15. To approve a field trip for 1st and 2nd grade on May 14, 2025 to Historic Allaire Village in Farmingdale, NJ from 8:30 to 2:00.
16. To approve a field trip for Kindergarten, 1st and 2nd grade on April 10, 2025 to Johnson's Corner Farm in Medford, NJ from 9:00 to 2:30 for the cost of \$320.00.
17. To approve the Beach Haven Elementary Winter Concert to be held at the Surfflight Theatre on December 18, 2025, at 6 pm for \$0.

Name	Motion	Yes	No	Abstain
Irene Hughes				
Carol Labin	2nd	X		
Jean Frazier		X		
Deborah Harkness		X		
Jane Romanowski	1st	X		

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GOVERNANCE:

1. To approve the following committee members and alternates:
 - Curriculum- Deborah Harkness and Carol Labin (Alternate, Irene Hughes)
 - Finance/Facilities/Operations- Deborah Harkness and Irene Hughes (Alternate, Jane Romanowski)
 - Negotiations- Jane Romanowski and Jean Frazier (Alternate, Carol Labin- Doctrine of necessity needed)
 - Policy- Irene Hughes and Jean Frazier (Alternate, Deborah Harkness)
 - Personnel/New Hire- Carol Labin and Jane Romanowski (Alternate, Jean Frazier)

Name	Motion	Yes	No	Abstain
Irene Hughes				
Carol Labin	1st	X		
Jean Frazier		X		
Deborah Harkness		X		
Jane Romanowski	2nd	X		

FACILITIES/OPERATIONS:

1. To acknowledge the performance of a Fire drill on 2/14/25 and a lockdown security drill on 2/12/25.
2. To approve (retroactively) the use of Willits Hall for the PTA for play preparation and after-party on January 25th, 2025, from 3:30 to 5:30.
3. To approve (retroactively) the use of Willits Hall for the PTA for the school Dance on February 13, 2025, from 5:00-8:00.
4. To approve (retroactively) the use of Willits Hall for P.A.L. from February 10th to May 19th, 2025, from 6:00 to 8:00.
5. To approve the use of Willits Hall for the PTA Family Game Night in March 7, 2025 at 6:30 PM.

Name	Motion	Yes	No	Abstain
Irene Hughes				
Carol Labin	1st	X		
Jean Frazier		X		
Deborah Harkness		X		
Jane Romanowski	2nd	X		

COMMITTEE REPORTS: Negotiations Committee had its second scheduled negotiations meeting with the BHEA on February 18, 2025. The next meeting is scheduled for March 3, 2025.

OLD BUSINESS:

NEW BUSINESS: Mr. Loeffler updated the Board of Education on the offer from the Ocean County Shade Tree Commission to donate a tree for Arbor Day.

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 ask that you see the Superintendent after the meeting

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since the Board does not publicly discuss such items.

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.

EXECUTIVE SESSION:

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

a. Litigation - SC

The minutes of Executive Session proceedings will be made available to the public to the extent that they do not divulge legally protected, confidential information and after the board approves them. The Board of Education anticipates being in Executive Session for approximately 15 minutes and no action will be taken upon return to public session.

Name	Motion	Yes	No	Abstain
Irene Hughes				
Carol Labin	1st	X		
Jean Frazier		X		
Deborah Harkness		X		
Jane Romanowski	2nd	X		

The Board of Education entered Executive Session at 5:18 pm

ADJOURNMENT FROM EXECUTIVE SESSION:

The Board of Education returned to Public Session at 5:36 pm.

Name	Motion	Yes	No	Abstain
Irene Hughes				
Carol Labin	1st	X		
Jean Frazier		X		
Deborah Harkness		X		
Jane Romanowski	2nd	X		

ADJOURNMENT

BE IT RESOLVED; the Board of Education meeting will be adjourned at 5:37pm.

Name	Motion	Yes	No	Abstain
Irene Hughes				
Carol Labin	2nd	X		
Jean Frazier		X		
Deborah Harkness		X		
Jane Romanowski	1st	X		

Respectfully submitted,

Steven Terhune

School Business Administrator/Board Secretary