BEACH HAVEN BOARD OF EDUCATION
Beach Haven, NJ 08008

PUBLIC MINUTES
BUSINESS MEETING

PLACE: Beach Haven Elementary School
DATE: June 25, 2025
TIME: 5:00 p.m.

CALL TO ORDER:

The 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 *by phone*	X	
Deborah Harkness	X	
Jane Romanowski	X	

Also present were Steve Terhune, Business Administrator, and Theodore Loeffler, Superintendent.

FLAG SALUTE: Pledge of Allegiance to the Flag

PUBLIC AND EXECUTIVE SESSION MINUTES TO BE APPROVED FOR:

1. Regular Monthly Public Minutes of May 28, 2025

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

PRESENTATION:

- Mr. Loeffler-
  - 2023-2024 HIB Grade Report
  - District Update- June 2025 – enrollment update; 25-26 enrollment projections; chronic absenteeism report; agenda items; policies; security, fire and bus evacuation drills; end of school year events and strategic planning.

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 June 2025 bills totaling $102,705.25 for the 2024-2025 school year, as well as the May 2025 Payroll Bills totaling $119,292.82 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 May 2025.

3. To accept the revised financial report of the Secretary for the month ending May 31, 2025: Balance on hand $1,745,822.13.

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 May 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 May 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 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 May 2025.

5. To accept the annual Chapter 47 Contract Report

6. End of Year Bills:

   To authorize the Business Administrator to pre-approve and pay any legitimate 2024-2025 school year bills, including payroll, received up to and including those presented as of June 30, 2025, prior to the close of the fiscal year, and make any necessary transfers including to and from the Petty Cash account. All pre-approved, paid bills and transfers will be presented for approval at the July 2024 Board meeting.

7. Transfers of Current Year to Capital Reserve:

   WHEREAS, N.J.S.A. 18A:21-2, NJSA 18A:7G-31, and N.J.S.A. 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

   WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

   WHEREAS, the Beach Haven Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Capital Reserve account at year end, and

   WHEREAS, the Beach Haven Board of Education has determined that an amount not to exceed $350,000 is available for such purpose of transfer;

   NOW THEREFORE BE IT RESOLVED by the Beach Haven Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

8. Transfer of Current Year to Maintenance Reserve:

   WHEREAS, N.J.S.A. 18A:21-2, NJSA 18A:7G-31, and N.J.S.A. 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

   WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

   WHEREAS, the Beach Haven Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Maintenance Reserve account at year end, and

   WHEREAS, the Beach Haven Board of Education has determined that an amount not to exceed $100,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Southern Regional Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

9. Approval of Insurance Renewal:

To approve the renewal of the liability insurance policies as follows for the 2024-2025 school year:

- Property Package - $55,053 - 5% decrease
- School Leaders Liability - $2,997 - 8% increase
- Workers Compensation - $17,901 - 15% increase
- Umbrella Package - $212 - 6% increase
- Workers Compensation Supplemental - $818 - 2% increase
  - Total - $76,981 - 0.3% decrease

10. To authorize an agreement with Fraytak, Veisz, Hopkins Duthie PC (District Architect of Record) to complete a Comprehensive Facilities Study for a fee of $10,000 and to update the district's Long Range Facilities Plan with the NJ Department of Education, as required by N.J.S.A. 18A:7G-4, for a fee of $4,000.

11. To renew the Shared Services Agreement with Little Egg Harbor School District for physical therapy services for the 2025-2026 school year at a rate of $90/hour.

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

POLICY/REGULATION:

1. To approve the following Policies and Regulations on the first reading:

- Policy 4125 Employment of Support Staff Members M
- Policy 4421.13 Postnatal Accommodations M
- Policy 5111 Eligibility of Resident/Nonresident Students M
- Policy 5305 Health Services Personnel
- Policy 5308 Student Health Records
- Policy 5310 Health Services
- Policy 5338 Diabetes Management
- Policy 5600 Student Discipline/Code of Conduct

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

PERSONNEL:

1. To approve the Superintendent's Annual Evaluation for the 2024-2025 school year.

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

EDUCATION:

1. To approve the 2025-2026 Beach Haven Remote Plan.
2. To approve Beach Haven School's continued collaboration with McKinney-Vento Education of Homeless Children and Youth Project through MOESC for the 2025-2026 School year.
3. To approve the Comprehensive Equity Plan for Beach Haven School District Years 2025-26 through 2027-28 and authorize its submission and Statement of Assurance to the Executive County Superintendent.
4. To authorize the superintendent to develop the LIEP Plan, to approve the LIEP Plan and authorize the submission of LIEP Plan and Statement of Assurance to NJ Homeroom as per the annual requirement.
5. To approve 80 Fieldwork placement for Nikaylin Czarnik from Stockton University from September 2025 to December 2025. Mrs. Buda and Mrs. Falletta will supervise her for a split experience in PreK and Grade 1.

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

GOVERNANCE:

FACILITIES/OPERATIONS:

1. To acknowledge the performance of a Fire drill on 6/3/25 and a non-fire evacuation security drill on 6/5/25.

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

COMMITTEE REPORTS: Strategic Planning Committee Report

OLD BUSINESS: School bus disposal – will be posted to auction site

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 ask that you see the Superintendent 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.

ADJOURNMENT
BE IT RESOLVED; the Board of Education meeting will be adjourned at 5:18 pm.

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

Respectfully submitted,

Steven Terhune

School Business Administrator/Board Secretary