

BEACH HAVEN BOARD OF EDUCATION  
Beach Haven, NJ 08008

PUBLIC MINUTES  
BUSINESS MEETING

PLACE: Beach Haven Elementary School

DATE: May 28, 2025

TIME: 5:05 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 <i>by phone</i>	X	
Jean Frazier <i>by phone</i>	X	
Deborah Harkness	X	
Jane Romanowski	X	

Also present were Steven 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 April 29, 2025

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

PRESENTATION:

- Mr. Loeffler-
  - GEOY BH Teacher of the Year and ESP of the Year Presentation
    - Teacher of the year- Mrs. Melanie Buda
    - Educational Support Professional of the Year- Holly Herriger
  - District Update- May 2025 – enrollment update; chronic absenteeism update; 0 HIB or Suspensions; County Teacher of the Year Breakfast; Student Unsung Hero Award recipient;

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community outreach committee update; spring concert and art exhibit; Project Adventure field trip; PTA Art Walk and Craft Fair; and agenda items.

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 May 2025 bills totaling \$75,122.84 for the 2024-2025 school year, as well as the April 2025 Payroll Bills totaling \$121,482.82 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 April 2025.
3. To accept the revised financial report of the Secretary for the month ending April 30, 2025: Balance on hand \$1,707,226.01.

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 April 30, 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 April 30, 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 April 2025.
5. To approve the Resolution for the Renewal of Membership in the School Alliance Insurance Fund:

WHEREAS, the Beach Haven Board of Education, hereafter referred to as "Educational Facility" is a member of the School Alliance Insurance Fund, hereinafter referred to as "Fund"; and

WHEREAS, said renewal membership terminates as of July 1, 2025 at 12:01 a.m. standard time, unless earlier renewed by agreement between the Educational Facility and the Fund; and

WHEREAS, the Educational Facility is afforded the following types of coverages: Workers' Compensation; Supplemental Indemnity - Workers' Compensation; Package - Property, Boiler & Machinery, General and Auto Liability, Environmental Impairment Liability; Excess Liability (AL/GL); School Leaders Professional Liability; and Excess Liability (SLPL)

WHEREAS, the Educational Facility desires to renew said membership;

NOW THEREFORE, BE IT RESOLVED as follows:

1. The Educational Facility agrees to renew its membership in the Fund for a period of three years beginning July 1, 2025, and ending July 1, 2028 at 12:01 a.m. eastern standard time, and to be subject to the coverages, operating procedures, bylaws, and other organizational and operational documents of the Fund presently existing or as from time to time amended by the Fund and/or the Department of Banking and Insurance.
  2. The Educational Facility's Business Official, Steven Terhune, is hereby appointed as the Educational Facility's Fund Commissioner and is authorized to execute the renewal Indemnity and Trust Agreement thereby evidencing annexed hereto and made a part hereof and to deliver same to the Fund the Educational Facility's renewal of its membership.
6. To approve the award of the Education Data Services, Inc. Cooperative Bid awarded through the Educational Services Commission of Morris County to the following vendors for the 2025-2026 school year:
    - Cascade School Supplies, Inc. - \$174.08
    - Blick Art Materials, LLC - \$92.63
    - School Specialty, LLC - \$3,053.13
    - Nasco Education LLC - \$35.00
    - National Art & School Supplies, Inc. - \$135.83
    - Henry Schein, Inc. - \$222.80
    - School Health Corporation - \$1,028.65
    - Medco Supply - \$114.58
    - Kurtz Bros., Inc. - \$28.85
    - United Supply Corp - \$82.91

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- Really Good Stuff, Inc. - \$19.38
- S&S Worldwide, Inc. - \$9.62
- Super Duper Publications - \$134.90
- EAI Education - \$10.11

7. To approve renewal of the district's membership in the SRI & ETTC Consortium for the 2025-2026 school year.

8. To authorize joining the Monmouth-Ocean Educational Services Commission Cooperative Pricing System:

WHEREAS, N.J.S.A. 40A:11-11 (5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Monmouth-Ocean Educational Services Commission (MOESC), hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on May 28, 2025, the governing body of the Beach Haven Board of Education, County of Ocean, State of New Jersey, pursuant to N.J.A.C 5:34-7.6 (a), duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

**TITLE**

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Monmouth-Ocean Educational Services Commission (MOESC),

**AUTHORITY**

Pursuant to the provisions of N.J.S.A. 40A:11-11(5) and N.J.A.C 5:34-7.6 (a), the School Business Administrator is hereby authorized to enter into a Cooperative Pricing Agreement with Monmouth-Ocean Educational Services Commission (MOESC), the Lead Agency.

**CONTRACTING UNIT**

The Lead Agency shall comply with the Public School Contracts Law (N.J.S.A. 18A:18A-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

**EFFECTIVE DATE**

This resolution shall take effect immediately upon passage.

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

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POLICY/REGULATION:

1. To approve the following Policies and Regulations on the second reading:
  - Policy 0142 -Board Member Qualifications, Prohibited Acts, and Code of Ethics, M
  - Policy 1620- Administrative Employment Contracts, M
  - Policy 2200- Curriculum Content M
  - Policy 2431- Athletic Competition, M
  - Policy 2431. - Heat Participation for Student-Athlete Safety, M
  - Policy 2467- Surrogate Parents and Resource Family Foster Parents, M
  - Policy 2415.02- Title I – Fiscal Responsibilities, M
  - Policy 2515.06- Unsafe School Choice Option, M
  - Policy 2415.20- Every Student Succeeds Act Complaints, M
  - Policy 2418- Section 504 of the Rehabilitation Act of 1973, M
  
3. To abolish the following Policies and Regulations:
  - Policy 2461- Special Education Receiving Schools [Only required for receiving schools].

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

PERSONNEL:

1. Approve the salaries for the following non-unit staff members for the 2025-2026 school year:
  - a. Brian Ball
  - b. Robert Barrett (.2 FTE)
  - c. Vern Berube
  - d. Kimberly Carey
  - e. Sharon Dugan
  - f. Ellen Ciceri
  - g. John Palombo
  - h. Eileen Corey

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

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EDUCATION:

1. To approve the after-school Fishing W.I.N. class field trip of 21 students and 4 staff chaperones to board the Miss Beach Haven Boat to fish in the Bay from 3:00-4:00 p.m. on Monday, June 2nd. All participants will wear Coast Guard-approved life vests.
2. To approve Tools of the Mind year 3 Digital Tools and Platform access, plus a day of professional development for the teacher and paraprofessional. Additionally, we can now complete the endorsement certification to be endorsed as a training site for the Tools of the Mind Curriculum. Total Cost is \$2,250.
3. To approve Theodore Loeffler to attend the 2025 Teacher Climate and Culture Institute Professional Development Day at the College of NJ on July 29, 2025, at Brower Student Center, The College of New Jersey, 2000 Pennington Road, Ewing Township, NJ 08618. Cost is \$0.
4. To approve Christine Bresley to attend the Revolutionary Schools virtual conference on June 3, 2025, from 8:30 a.m. to 2:30 p.m. for \$0.
5. To approve the revised 2025-2026 School Calendar.
6. Approval of the purchase of the Discovery Education Science Curriculum Program, printed and Online Resources, and 3 PD hours for \$6,822.00.
7. To approve a 2nd-grade social class party trip on the Queen City Cycle Boat from 12:30 - 2:00 p.m., June 9, 2025 (weather pending).
8. To accept a donation of a guitar from Deb Harkness in the approximate value of \$100.00.
9. To accept a donation of Trumpet from Joseph Totbik in the approximate amount of \$700.

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

GOVERNANCE:

FACILITIES/OPERATIONS:

1. To acknowledge the performance of a Fire drill on 5/1/25 and a Shelter-in-place security drill on 5/19/25.
2. To approve the use of the blacktop/school yard for the PTA on June 14th from 9-6 for Hop Sauce Festival Parking.

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

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COMMITTEE REPORTS:

1. Personnel Committee – met on May 22 and May 28 to discuss agenda items
2. Curriculum Committee – met on May 22 to discuss science curriculum

OLD BUSINESS: School bus disposal – revisit options in June

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 5:23pm.

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

Respectfully submitted,

*Steven Terhune*

School Business Administrator/Board Secretary