



**BEVERLY CITY BOARD OF EDUCATION**

601 Bentley Avenue  
Beverly, New Jersey 08010

[www.beverlycityschool.org](http://www.beverlycityschool.org)

**REGULAR MEETING**

Beverly City School  
December 20, 2017

7:00 PM  
Beverly School Library

Minutes

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m. by the Board President Richard Wolbert and the following was read. The New Jersey Open Public Meeting 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 Beverly City Board of Education has caused notice of this meeting to be given by having the date, time, and place faxed to City Hall on Broad Street and advertised in the Burlington County Times in writing on January 4, 2017. A copy was also submitted to the Beverly Post Office.

Public agendas are available on the table as you enter the room. There is one full copy of the support documentation located in the binder next to the agendas. Please feel free to examine the binder, but please do not remove any items as a courtesy to other members of the public. Copies of all documents are available from the Business Office during regular business hours.

There will be two opportunities for public input at every Board of Education meeting. The first opportunity, titled "Public Comment on Agenda Items Only," is your opportunity to provide comments to the Board of Education, prior to the Board taking action. This opportunity is only for items that appear on the agenda.

The second opportunity, titled "Public Comment," is your opportunity to ask questions or provide comment that may be of interest to the educational welfare of the district but is not restricted to agenda items only.

At no time during these public comment periods will the Board allow disparaging remarks about students, district personnel, or members of the Board of Education. In addition, the Board will not allow remarks about specific students or district personnel. If such remarks are made, the Board President will declare the speaker out of order and will request the speaker cease and desist from making such comments. Refusal to do so may result in removal from the Board meeting.

2. The Pledge of Allegiance was led by Richard Wolbert.

3. Roll Call



Stacey Atkinson	Present	Mary Smith-Jones	Present
K Lee Dixon	Present	Mary Wolbert	Present
Leigh Ann Esaia	Absent	Richard Wolbert	Present
Barbara Kelly	Present		

4. Mr. Richard Wolbert, Board President opened the meeting.

Ms. Giacobbe, Superintendent of Schools and Dr. Savage, Staff Accountant/Board Secretary were also present.

There were twelve (12) member of the public present at the meeting.

5. Board Member Comments on the Agenda

There were no Board member comments on the agenda.

6. Public Comment on Agenda Items Only

There were no public comments on the agenda.

7. Student Recognition

The Board of Education was proud to announce the Upstanders for the month of December. The Upstanders for the month were Nathan Cruz and Adrynn Silva. The Learner to Leader for the month of December was Nyla Throckmorton.

8. A motion was made by Barbara Kelly and seconded by Stacey Atkinson to approve the minutes for the Regular meeting on November 15, 2017.

Roll Call

Stacey Atkinson	Affirmative	Mary Smith-Jones	Abstained
K Lee Dixon	Abstained	Mary Wolbert	Affirmative
Leigh Ann Esaia	Absent	Richard Wolbert	Affirmative
Barbara Kelly	Affirmative		

MONTHLY FINANCIALS/CONTRACTS:

9. Consent Agenda:



A motion was made by Stacey Atkinson and seconded by Barbara Kelly to approve the following action items A through F will be considered under consent agenda. Any item that requires further discussion may be pulled from the consent agenda and acted upon separately.

A.MOTION: To accept the financial Report of the Secretary for the month ending October 2017: Balance on hand \$3,773,952.26

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, Dr. Brian F. Savage, Board Secretary, certifies that as of October 2017, 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.

Brian F. Savage \_\_\_\_\_

Sch. Bus. Adm./Board Secretary

Date

Board Certification – Recommend acceptance that through the adoption of this resolution, the Beverly City Board of Education, pursuant to N.J.A.C. 6A:23-2.12 (c) 4, certifies that as of October 2017, 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.

B. MOTION: To accept the financial report of the Treasurer of School Monies ending October 2017.

C. MOTION: To approve to authorize the Business Administrator to make transfers within accounts for the month of October 2017.

D. MOTION: To approve the purchase orders in the amount of \$783,728.56 for the month of December 2017.

E. MOTION: BE IT RESOLVED, that the Board of Education approve the bills totaling \$668,681.04 for the month of December 2017 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.



F. MOTION: To approve the gross payroll wages for the pay period ending November 15, 2017 in the amount of \$148,619.43 and for the pay period ending November 30, 2017 in the amount of \$145,710.08 in the total amount of \$294,329.51 for the month of November 2017.

Roll Call

Stacey Atkinson	Affirmative	Mary Smith-Jones	Affirmative, Abstained Item E
K Lee Dixon	Affirmative, Abstained Item E	Mary Wolbert	Affirmative
Leigh Ann Esaia	Absent	Richard Wolbert	Affirmative
Barbara Kelly	Affirmative		

FINANCIALS/CONTRACTS:

10. Consent Agenda:

A motion was made by Stacey Atkinson and seconded by K. Lee Dixon to approve the following action items A and B will be considered under consent agenda. Any item that requires further discussion may be pulled from the consent agenda and acted upon separately.

A.MOTION: To approve the following 2017-2018 school year tuition for out-of-district placement:

School	# of Students	Cost	Effective	Comments	Total
BCSSSD	1	\$37,900.00	9/1/2017-6/30/2018	1:1 Teacher Assistant	\$37,900.00
Palmyra High School	24	\$14,459.00	9/1/2017-6/30/2018	General Ed. Approximately 24 Students	\$347,016.00
Palmyra High School	6	\$17,495.00	9/1/2017-6/30/2018	Special Ed. Approximately 6 Students	\$104,970.00

B. MOTION: BE IT RESOLVED, that the Board of Education approve the 2016-2017 CAFR/Audit.

Roll Call

Stacey Atkinson	Affirmative	Mary Smith-Jones	Affirmative
K Lee Dixon	Affirmative	Mary Wolbert	Affirmative
Leigh Ann Esaia	Absent	Richard Wolbert	Affirmative
Barbara Kelly	Affirmative		



PERSONNEL:

11. Consent Agenda:

A motion was made by Stacey Atkinson and seconded by Barbara Kelly to approve the following action items A through F will be considered under consent agenda. Any item that requires further discussion may be pulled from the consent agenda and acted upon separately.

A.MOTION: To approve the Sub Caller List:

BE IT RESOLVED, that the Board of Education approve the Sub Caller List for the month of January 2018.

B. MOTION: BE IT RESOLVED, that the Board of Education approve Joseph Merlino as sub custodian at the rate of \$15.50 per hour (Black Seal) effective December 21, 2017.

C. MOTION: BE IT RESOLVED, that the Board of Education approve the REVISED unpaid Maternity LOA, 5 weeks for Caitlin Stone, effective April 23, 2018 to May 29, 2018.

D. MOTION: BE IT RESOLVED, that the Board of Education approve the FMLA for Michelle Granville, effective January 2, 2018 for approximately 4-6- weeks, to be determined.

E. MOTION: BE IT RESOLVED, that the Board of Education approve Susan Mead as long term substitute at the rate of \$200.00 per day, effective December 21, 2017.

F. MOTION: BE IT RESOLVED, that the Board of Education approve the resignation of Verna Martin, Paraprofessional, effective January 19, 2018.

Roll Call

Stacey Atkinson	Affirmative	Mary Smith-Jones	Affirmative
K Lee Dixon	Affirmative	Mary Wolbert	Affirmative
Leigh Ann Esaia	Absent	Richard Wolbert	Affirmative
Barbara Kelly	Affirmative		

PROFESSIONAL DEVELOPMENT:

12. Consent Agenda:



A motion was made by Stacey Atkinson and seconded by Barbara Kelly to approve the following action items A through E will be considered under consent agenda. Any item that requires further discussion may be pulled from the consent agenda and acted upon separately.

A.MOTION: BE IT RESOLVED, that the Board of Education approve the professional development for Brittney Kelley to attend the Educational Concepts and Trends in the Field of Art workshop on December 15, 2017 at Camden County College in the amount of \$159.00.

B. MOTION: BE IT RESOLVED, that the Board of Education approve the professional development for Brooke Vermes and Rachel Fox to attend the Decrease Disruptions and Improve Learning for Students with Complex Behavioral Challenges Workshop on March 1<sup>st</sup> & 2<sup>nd</sup>, 2018 in Cherry Hill, NJ in the amount of \$645.00 per person in the total amount of \$1,290.00.

C.MOTION: BE IT RESOLVED, that the Beverly City Board of Education approve the attendance and related expenses for the following school staff members to attend The National Title I Conference which is being held in Philadelphia, PA from February 8-11, 2018:

- Liz Giacobbe
- Kerri Lawler
- Sandy Coyne
- Lois Harmon
- Brian Savage
- Joanne Mills
- Meryl Gill
- Andrea Sanchez - Dollard
- Denise DiGangi
- Richard Wolbert
- Stacey Atkinson

The above expenses will be paid from a one-time award of \$10,000.00 received from the National Title I Association. The purpose of the one-time award is to allow school staff members to attend and participate in the 2018 National Title I conference.

D. MOTION: BE IT RESOLVED, that the Board of Education approve the professional development for Meredith Lokan to attend the Kindergarten Teachers Conference of NJ on February 27, 2018 in Atlantic City, NJ in the amount of \$244.00.

E. MOTION: BE IT RESOLVED, that the Board of Education approve the professional development for Dennis Leigh, Sandy Coyne, Donna Groves, and Charlene Singer to attend the Maximizing Essential Math Skills Workshop on January 12, 2018, February 23, 2018, and March 30, 2018 in Monroe, NJ in the amount of \$375.00 per person in the total amount of \$1,125.00.



### Roll Call

Stacey Atkinson	Affirmative	Mary Smith-Jones	Affirmative
K Lee Dixon	Affirmative	Mary Wolbert	Affirmative
Leigh Ann Esaia	Absent	Richard Wolbert	Affirmative
Barbara Kelly	Affirmative		

### 13. Old Business

There was no old business for the month of December.

### 14. New Business – Board Goal Setting

The Board of Education spent a lot of time reviewing possible goals for the Beverly City School. A summary of the discussion will be sent to the Board Members to review at a future meeting. Topics discussed included chronic absenteeism, student growth mindset, facility improvements, ELA and Math improvements, language offerings and STEM technologies. The main goals discussed in summary are sustainable school, student achievement and community engagement. There will be further discussion on the Board Goal Setting.

### 15. Superintendent's Report

A. Enrollment Report: 297

B. Attendance Report

The report was included for review by the Board of Education.

C. Nurse' Report – November & December

The reports were included for review by the Board of Education.

D. Discipline Report

The report was included for review by the Board of Education.

E. H.I.B. Incidents:

2 incidents reported: 2 were confirmed bullying, 0 determined to be non-HIB related or non-actionable HIB, and 0 inconclusive.



F. Drills:

Fire Drill – December 1, 2017 – 2 minutes 40 seconds

Lock Down Drill – December 11, 2017 – 10:29 AM

16. Correspondence

New Jersey Department of Education sent the Beverly City Board of Education a letter pertaining to the representation they are entitled to on the Palmyra Board of Education.

Policy update letter from Strauss Esmay outlining the policy updates that need to happen. Stacey Atkinson will work on getting the policies updated over the next few months.

17. Board Comments

It was noted that the Board of Education was pleased with the clean report on the audit. Additionally, the Board of Education was pleased with all the great articles about the school in the paper recently. The District has been receiving many congratulations including from the Mayor of Beverly City.

18. Public Comments

The public portion of the meeting was opened and closed at 7:23 p.m. There were no comments from the public.

19. Adjournment

A motion was made by Barbara Kelly and seconded by K. Lee Dixon to adjourn the Board of Education Meeting at 7:58 p.m.

Roll Call

Stacey Atkinson	Affirmative	Mary Smith-Jones	Affirmative
K Lee Dixon	Affirmative	Mary Wolbert	Affirmative
Leigh Ann Esaia	Absent	Richard Wolbert	Affirmative
Barbara Kelly	Affirmative		

Respectfully submitted:

*Brian F. Savage*

Brian F. Savage, Ed.D.





Staff Accountant/Board Secretary