



BEVERLY CITY BOARD OF EDUCATION
601 Bentley Avenue
Beverly, New Jersey 08010
www.beverlycityschool.org
REGULAR MEETING

Beverly City School
March 24, 2022

6:00 PM
Beverly School Library

Minutes

1. CALL TO ORDER

The meeting was called to order at 6:00 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 16, 2022. A copy was also submitted to the Beverly Post Office.

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. Board President, Richard Wolbert led Pledge of Allegiance

3. Roll Call

Barbara Kelly	Present	Robert Thibault	Present
Donato Marable	Present	Richard Wolbert	Present

4. Richard Wolbert, Board President opened 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. A motion was made by Robert Thibault and seconded by Barbara Kelly to approve the following action items:

A. BE IT RESOLVED, that the Board of Education approve the regular meeting minutes for February 24, 2022.

B. MOTION: BE IT RESOLVED, that the Board of Education approve the change of the Board meeting from June 23, 2022 to June 30, 2022.

Roll Call

Barbara Kelly	Affirmative	Robert Thibault	Affirmative
Donato Marable	Affirmative	Richard Wolbert	Affirmative

MONTHLY FINANCIALS/CONTRACTS:

8. A motion was made by Barbara Kelly and seconded by Donato Marable to approve the following action items:

A through I 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 January 2022: Balance on hand \$2,795,445.52

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 January 2022, 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

School Business Administrator/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 January 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 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 Secretary for the month ending February 2022: Balance on hand \$2,284,949.55

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 February 2022, 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

School Business Administrator/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 February 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 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.

C. MOTION: To accept the financial report of the Treasurer of School Monies ending January 2022.

D. MOTION: To accept the financial report of the Treasurer of School Monies ending February 2022.



E. MOTION: To approve to authorize the Business Administrator to make transfers within accounts for the month of January 2022.

F. MOTION: To approve to authorize the Business Administrator to make transfers within accounts for the month of February 2022.

G. MOTION: To approve the purchase orders in the amount of \$130,523.80 for the month of March 2022.

H. MOTION: BE IT RESOLVED, that the Board of Education approve the bills totaling \$581,573.60 for the month of March 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.

I. MOTION: To approve the gross payroll wages for the pay period ending February 15, 2022 in the amount of \$188,878.67 and for the pay period ending February 28, 2022 in the amount of \$186,987.85 in the total amount of \$375,866.52 for the month of February 2022.

Roll Call

Barbara Kelly	Affirmative	Robert Thibault	Affirmative
Donato Marable	Affirmative	Richard Wolbert	Affirmative

MONTHLY FINANCIALS/CONTRACTS:

9. A motion was made by Donato Marable and seconded by Barbara Kelly to approve the following action items A through G 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: RESOLVED, to adopt the budget for the 2022-2023 school year be adopted in the CURRENT EXPENSE FUND 10 amount of \$9,949,004.00 SPECIAL REVENUE FUND 20 in the amount of \$972,946.00 and DEBT SERVICE FUND 40 in the amount of \$86,894.00

FURTHER, be it resolved that \$2,996,899.00 should be raised for the GENERAL FUND and \$86,894.00 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 \$9,949,004.00 SPECIAL REVENUE FUND 20 in the amount of \$972,946.00 and DEBT SERVICE FUND 40 in the amount of \$86,894.00



BE IT RESOLVED, that the Beverly City Board of Education accept Categorical Special Education State Aid of \$182,606.00 Categorical Security Aid of \$105,269.00 Adjustment Aid of \$758,309.00 Categorical Transportation Aid of \$193,173.00 and Equalization Aid of \$4,452,104.00 and

BE IT RESOLVED, that the School Business Administrator is authorized to advertise said tentative budget in the *Burlington County Times* in accordance with the format required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing will be held at the Beverly City School Media Center on Bentley Avenue, Beverly, New Jersey on Thursday, April 28, 2022 at 6:00 p.m. for the purpose of holding a special public hearing on the 2022-2023 school budget.

WHEREAS, the Beverly City 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

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, 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 \$150.00 per employee or board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$1,500.00 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; now

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 \$20,000.00 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 2022-2023 School Year.



NOW, THEREFORE BE IT RESOLVED, that the Beverly City 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):	<u>\$30,000.00</u>
Auditor:	<u>\$20,000.00</u>
Treasurer of School Monies:	<u>\$5,000.00</u>
OT/PT/Speech:	<u>\$120,000.00</u>
School Physician:	<u>\$3,000.00</u>
Public Relations:	<u>\$2,000.00</u> 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.

BE IT FURTHER RESOLVED that the 2022-2023 budget includes a withdrawal of \$800,000.00 from Capital Reserve. The monies will be used to install HVAC upgrades throughout the Beverly School. This project is included in the District's Long Range Facility Plan and the project will be submitted to the School Facilities to get a project number.

B. BE IT RESOLVED, that the Board of Education approve the submittal of the application for review and approval of the Preschool Education Aide (PEA) 2022-2023 grant including the district enrollment and planning workbook in amount of \$740,340.00.

C. MOTION: BE IT RESOLVED, Authorizing the Beverly City Board of Education to approve the 2020-2021 Annual Comprehensive Financial Report (ACFR) and the Auditor's Management Report (AMR) on Administrative Findings: Financial Compliance and Performance. There are no findings or recommendations in the ACFR and AMR Reports.

D. MOTION: BE IT RESOLVED, that the Board of Education approve the acceptance of the School Security Grant application and acceptance of Grant funds for the 2020-2022 school years in the amount of \$20,000.00 and the availability of local funds in case the total estimated costs of the proposed work exceed the school district's grant allowance.

E. MOTION: BE IT RESOLVED, that the Board of Education approve Dafeldecker Associates to implement and administer our federally required (49 CFR Part 382 FMCSR) Controlled Substance and Alcohol Abuse Compliance Program.



F. MOTION: BE IT RESOLVED, that the Board of Education approve the following REVISED substitute pay rates for the 2021-2022 School Year effective March 28, 2022:

Custodian - \$18.50 per hour
\$19.50 per hour (with Black seal)

G. MOTION: BE IT RESOLVED, that the Board of Education approve the following change orders for the Modular Building project:

Change Order #1: Relocate existing manhole and install additional sanitary piping - \$63,793.33

Change Order #2: Additional electrical conduit from modular building to boiler room - \$6,304.58

Roll Call

Barbara Kelly	Affirmative	Robert Thibault	Affirmative
Donato Marable	Affirmative	Richard Wolbert	Affirmative

PERSONNEL:

10. Consent Agenda:

A motion was made by Barbara Kelly and seconded by Donato Marable to approve the following action items A through K 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 April 2022.

B. MOTION: BE IT RESOLVED, that the Board of Education approve to advertise for the following ESY positions (Tentative ESY = Based on Needs of Students/Student Attendance)

- Special Education Teachers @ \$40.00 per hour TBD following articulation of ESY needs
- 1 School Nurse @ contracted rate with Professional Medical Staffing
- 1 Speech Therapist (Part-Time) @ \$35.00 per hour
- Paraprofessionals @ \$20.00 per hour TBD following articulation of ESY needs
- Occupational Therapist @ \$35.00 (Part-time)
- Physical Therapist @\$35.00 (Part-time)
- RBT's @\$25.00 per hour TBD following articulation of ESY needs

C. MOTION: To approve the CST Summer hours:



BE IT RESOLVED, that the Board of Education approve the following CST staff summer hours up to 10 days:

- Joanne Mills – Social Worker
- Chelsea Light – School Psychologist

D. MOTION: BE IT RESOLVED, that the Board of Education approve Kenya Marshall as Registered Behavior Technician (RBT) in the amount of \$40.00 per hour effective February 25, 2022 (REVISED position title).

E. MOTION: BE IT RESOLVED, that the Board of Education approve the FMLA for Meredith Shockley, effective May 12, 2022 and return to work on November 28, 2022.

F. MOTION: BE IT RESOLVED, that the Board of Education approve the resignation for Frank Vespe, Paraprofessional, effective March 16, 2022.

G. MOTION: BE IT RESOLVED, that the Board of Education approve Justin Lee, sub custodian, at the rate of \$16.50 per hour (no boiler license), retroactive March 2, 2022.

H. MOTION: BE IT RESOLVED, that the Board of Education approve Anayansi Aviles, sub custodian, at the rate of \$17.50 per hour (boiler license), retroactive March 16, 2022.

I. MOTION: BE IT RESOLVED, that the Board of Education approve the Art Club conducted by Brittney Calimer, effective April 6, 2022 through June 15, 2022 (only Wednesdays) at the rate of \$40.50 per hour.

J. MOTION: BE IT RESOLVED, that the Board of Education approve the resignation of Shaquasia Higgins, Paraprofessional, effective March 15, 2022.

K. MOTION: BE IT RESOLVED, that the Board of Education approve Tiyana Reynolds, sub custodian, at the rate of \$16.50 per hour (no boiler license), effective March 25, 2022.

Roll Call

Barbara Kelly	Affirmative	Robert Thibault	Affirmative
Donato Marable	Affirmative	Richard Wolbert	Affirmative

CURRICULUM & INSTRUCTION:

11. A motion was made by Donato Marable and seconded by Barbara Kelly to approve the following: BE IT RESOLVED, that the Board of Education approve the Extended School Year Program beginning July 5, 2022 to July 28, 2022, PreK-8th grade, Monday through Thursday, 8:30 AM – 12:30 PM.



Roll Call

Barbara Kelly	Affirmative	Robert Thibault	Affirmative
Donato Marable	Affirmative	Richard Wolbert	Affirmative

12. Old Business

- Classroom Modular Building – Dr. Savage updated the Board of Education on the progress of the classroom modular building. Mobilization for the construction will begin in the next two weeks.

13. New Business

- BPU Grant – Dr. Savage gave an update on the application for the BPU Grant for HVAC project within the school.

14. Superintendent's Report:

A. Enrollment Report is included for review. There are 326 students.

B. Attendance Report: 91%

C. Nurse's Report is included for review. It was noted the nurse substitute is doing an excellent job.

D. H.I.B. Incidents:

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

E. Discipline Report:

Total Suspensions: 4

F. Drills:

- Lockdown Drill – February 28, 2022 – 9:38 AM

- Fire Drill – March 7, 2022 – 10:01 AM – 2 minutes

15. Correspondence

There was no correspondence this month.



16. Board Comments

Mr. Thibault was excited about the articles in the Beverly Bee.

17. Public Comments

The open to the public comment portion of the meeting began at 6:25 p.m. and closed at 6:25 p.m.

There were no public comments.

18. Adjournment

A motion was made by Robert Thibault and seconded by Barbara Kelly to adjourn the Board of Education Meeting at 6:26 p.m.

Roll Call

Barbara Kelly	Affirmative	Robert Thibault	Affirmative
Donato Marable	Affirmative	Richard Wolbert	Affirmative

Respectfully submitted:

Brian F. Savage

Brian F. Savage, Ed.D.

Staff Accountant/Board Secretary