



**BEVERLY CITY BOARD OF EDUCATION**

601 Bentley Avenue  
Beverly, New Jersey 08010  
[www.beverlycityschool.org](http://www.beverlycityschool.org)  
REGULAR MEETING

Beverly City School  
March 15, 2017

7:00 PM  
Beverly School Library

Minutes

1. CALL TO ORDER

The Board President Richard Wolbert called the meeting to order at 7:00 p.m. 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.

Richard Wolbert led the Pledge of Allegiance

Roll Call

Stacey Atkinson	Present	Mary Wolbert	Present
Barbara Kelly	Present	Richard Wolbert	Present
Mary Smith-Jones	Present		



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

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

There were four (4) member of the public present at the meeting.

5. Board Member Comments on the Agenda

There were no comments from the Board of Education on the agenda.

6. Public Comment on Agenda Items Only

There were no comments from the public on the agenda.

7. Student Recognition

Andres Vargas was recognized as the Learner to Leader for the month and Tyree Bull and Naomi Walker were recognized by the Board of Education for being Upstanders.

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

Roll Call

Stacey Atkinson	Affirmative	Mary Wolbert	Affirmative
Barbara Kelly	Affirmative	Richard Wolbert	Affirmative
Mary Smith-Jones	Affirmative		

#### MONTHLY FINANCIALS/CONTRACTS:

9. Consent Agenda:

A motion was made by Stacey Atkinson and seconded by Mary Smith-Jones to approve the following action items A through H 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 2017: Balance on hand \$3,068,208.45

#### 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 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

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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 January 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 January 2017.

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

D. MOTION: To approve the purchase orders in the amount of \$191,788.67 for the month of March 2017.

E. MOTION: To approve the bills list:

BE IT RESOLVED, that the Board of Education approve the bills totaling \$267,737.86 for the month of March 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 February 15, 2017 in the amount of \$146,004.42 and for the pay period ending February 28, 2017 in the amount of \$144,990.74 in the total amount of \$290,995.16 for the month of February 2017.

G. MOTION: BE IT RESOLVED, that the Board of Education approve the purchase orders for the referendum project for the month of March 2017 in the amount of \$66,485.43.

H. MOTION: BE IT RESOLVED, that the Board of Education approve the bills list for the referendum project for the month of March 2017 in the amount of \$66,485.43.

Roll Call

Stacey Atkinson	Affirmative	Mary Wolbert	Affirmative
Barbara Kelly	Affirmative	Richard Wolbert	Affirmative
Mary Smith-Jones	Affirmative		



FINANCIALS/CONTRACTS:

10. A motion was made by Stacey Atkinson and seconded by Mary Smith-Jones to approve the following: RESOLVED, That the tentative budget for the 2017-2018 school year be adopted in the CURRENT EXPENSE FUND 10 amount of \$7,075,089, SPECIAL REVENUE FUND 20 in the amount of \$510,468 and DEBT SERVICE FUND 40 in the amount of \$83,094.

FURTHER, be it resolved that \$2,845,921 should be raised for the GENERAL FUND and \$83,094 should be raised for the DEBT SERVICE FUND for the 2017-2018 school year.

FURTHER, be it resolved that the revenues for the 2017-2018 school year be adopted in the amounts of CURRENT EXPENSE FUND 10 in the amount of \$7,075,089 SPECIAL REVENUE FUND 20 in the amount of \$510,468 and DEBT SERVICE FUND 40 in the amount of \$83,094.

BE IT RESOLVED, that the Beverly City Board of Education accept Categorical Special Education State Aid of \$170,576 Categorical Security Aid of \$87,320 Adjustment Aid of \$840,178 Categorical Transportation Aid of \$193,173 Equalization Aid of \$2,420,975 PARCC Readiness/Pupil Growth Aid of \$10,080 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 Wednesday, April 12, 2017 at 8:00 p.m. for the purpose of holding a special public hearing on the 2017-2018 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 per employee or board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$1,500 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 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 2017-2018 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 2017-2018 School Year at the sum of:

Professional		Services:
Attorney(s):	\$30,000	
Auditor:	\$20,000	
Treasurer of School Monies	\$4,200	
OT/PT/Speech	\$40,000	
School Physician:	\$1,000	
Public Relations:	\$2,000 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.

Roll Call

Stacey Atkinson	Affirmative	Mary Wolbert	Affirmative
Barbara Kelly	Affirmative	Richard Wolbert	Affirmative
Mary Smith-Jones	Affirmative		



PERSONNEL:

11. Consent Agenda:

A motion was made by Mary Smith-Jones 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 April 2017.

B. MOTION: BE IT RESOLVED, that the Board of Education approve the Homebound Instruction for 1 student effective February 27, 2017 in the amount of \$40.00 per hour not to exceed 10 hours a week.

C. MOTION: BE IT RESOLVED, that the Board of Education approve Dorothy Foglio to conduct Homebound Instruction in the amount of \$40.00 per hour not to exceed 10 hours a week.

D. MOTION: BE IT RESOLVED, that the Board of Education approve the resignation of Michelle Mulligan, Paraprofessional, effective March 17, 2017.

E. MOTION: BE IT RESOLVED, that the Board of Education approve the resignation of Christopher Strollo, Part Time Custodian effective February 28, 2017.

F. MOTION: BE IT RESOLVED, that the Board of Education approve George Kelly (currently a substitute custodian) as a replacement into the part time custodian position at the rate of \$15.50 per hour effective retroactive, March 1, 2017.

Roll Call

Stacey Atkinson	Affirmative	Mary Wolbert	Affirmative
Barbara Kelly	Affirmative	Richard Wolbert	Affirmative
Mary Smith-Jones	Affirmative		

CURRICULUM & INSTRUCTION:

12. A motion was made by Barbara Kelly and seconded by Mary Wolbert, BE IT RESOLVED, that the Board of Education approves the Three-Year Preschool Program Plan for 2017-2020 (see attachment).

Roll Call

Stacey Atkinson	Affirmative	Mary Wolbert	Affirmative
Barbara Kelly	Affirmative	Richard Wolbert	Affirmative
Mary Smith-Jones	Affirmative		



FIELD TRIP:

13. Consent Agenda:

A motion was made by Stacey Atkinson and seconded by Mary Smith-Jones 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: BE IT RESOLVED, that the Board of Education approve Brooke Vermes and Anneliese McCloskey for the field trip request to iPlay America located in Freehold, NJ on June 8, 2017 for 13 students and 2 chaperones. The trip will be funded by the Student Government account. There will be a cost for transportation which is pending.

B.MOTION: BE IT RESOLVED, that the Board of Education approve the transportation for the field trip to the National Constitution Center in Philadelphia, PA provided by Wills Bus Service, Inc. for 2 buses, in the amount of \$330.00 per bus for the total amount of \$660.00.

Roll Call

Stacey Atkinson	Affirmative	Mary Wolbert	Affirmative
Barbara Kelly	Affirmative	Richard Wolbert	Affirmative
Mary Smith-Jones	Affirmative		

POLICIES:

14. A motion was made by Stacey Atkinson and seconded by Barbara Kelly, BE IT RESOLVED, that the Board of Education approve the 1<sup>st</sup> reading of the following policies:

- Policy# 2460 Special Education
- Policy# 2460.8 Special Education – Free and Appropriate Public Education
- Policy# 2467 Surrogate Parents and Foster Parents

Roll Call

Stacey Atkinson	Affirmative	Mary Wolbert	Affirmative
Barbara Kelly	Affirmative	Richard Wolbert	Affirmative
Mary Smith-Jones	Affirmative		

15. Old Business: Richard Wolbert reminded the Board Members to complete the School Ethics online form.

16. New Business: There was no new business for the month.

17. Superintendent's Report



A. Enrollment Report:

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

B. Attendance Report

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

C. Nurse's Report

The report was 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:

1 incidents reported: 1 were confirmed bullying, 0 determined to be non-HIB related or non-actionable HIB, and 0 inconclusive.

F. Drills:

- Shelter in Place – March 1, 2017 – 11:15 AM

- Fire Drill – March 8, 2017 – 2 minutes 50 seconds

18. Correspondence

There was no correspondence for the month.

19. Board Comments

There were no comments from the Board of Education.

20. Public Comments

The open to the public comment portion of the meeting began at 7:39 p.m. and closed at 7:39 p.m.

There were no comments from the public.

21. Adjournment

A motion was made by Barbara Kelly and seconded by Mary Wolbert to adjourn the Board of Education Meeting at 7:40 p.m.

Roll Call

Stacey Atkinson	Affirmative	Mary Wolbert	Affirmative
Barbara Kelly	Affirmative	Richard Wolbert	Affirmative
Mary Smith-Jones	Affirmative		





Respectfully submitted:

Brian F. Savage

Brian F. Savage, Ed.D.

Staff Accountant/Board Secretary