



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

Beverly City School
May 6, 2021

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 April 13, 2021. 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.

The Secretary to administer oath for member of the Beverly City Board of Education:

Robert Thibault

2. Roll Call

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



3. Board President, Richard Wolbert lead the Pledge of Allegiance.

4. A motion was made by Barbara Kelly and seconded by Robert Thibault to accept the resignation of Dominique Turner, Board Member, effective April 20, 2021.

Roll Call

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

5. Richard Wolbert, Board President opened the meeting.

6. Board Member Comments on the Agenda

Richard Wolbert noted that the motion to appoint George Gahles as School Business Administrator will be tabled till next month.

7. Public Comment on Agenda Items Only

There were no Public Comments on the agenda.

8. A motion was made by Donato Marable and seconded by Barbara Kelly to approve the following: BE IT RESOLVED that the Board of Education approves the regular meeting minutes for March 25, 2021.

Roll Call

| | | | |
|----------------|-------------|-----------------|-------------|
| Barbara Kelly | Affirmative | Robert Thibault | Abstained |
| Donato Marable | Affirmative | Richard Wolbert | Affirmative |

MONTHLY FINANCIALS/CONTRACTS:

9. 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 accept the financial Report of the Secretary for the month ending February 2021: Balance on hand \$3,806,986.73



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 2021, 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

Staff Accountant/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 2021, 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 March 2021: Balance on hand \$3,741,846.13

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, Dr. Brian F. Savage, Board Secretary, certifies that as of March 2021, 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

Staff Accountant/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 March 2021, 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 February 2021.

D. MOTION: To accept the financial report of the Treasurer of School Monies ending March 2021.

E. MOTION: To approve to authorize the Business Administrator to make transfers within accounts for the month of February 2021.

F. MOTION: To approve to authorize the Business Administrator to make transfers within accounts for the month of March 2021.

G. MOTION: To approve the purchase orders in the amount of \$50,477.12 for the month of April 2021.

H. MOTION: BE IT RESOLVED, that the Board of Education approve the bills totaling \$501,294.36 for the month of April 2021 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 March 15, 2021 in the amount of \$178,906.83 and for the pay period ending March 31, 2021 in the amount of \$183,079.15 in the total amount of \$361,985.98 for the month of March 2021.

J. MOTION: To approve the gross payroll wages for the pay period ending April 1, 2021 in the amount of \$49,194.14.

K. MOTION: To approve the gross payroll wages for the pay period ending April 15, 2021 in the amount of \$181,735.18 and for the pay period ending April 30, 2021 in the amount of \$181,114.88 in the total amount of \$362,850.06 for the month of April 2021.

Roll Call

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

FINANCIALS/CONTRACTS:

10. A motion was made by Barbara Kelly and seconded by Donato Marable 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: BE IT RESOLVED, that the Board of Education approve the Joint Transportation Agreement for Special Education Summer Schools, Special Education Winter Bus Routes and Public, Non Public and Vocational School for the 2021-2022 Year.

B. MOTION: BE IT RESOLVED, that the Board of Education approve to appoint for 2021-2022 school year, the food service management contract with Nutri-Serve Management, Inc. at the flat fee of \$20,019.70 and approve the contract for the 2021-2022 school year.

C. MOTION: BE IT RESOLVED, that the Board of Education approve Rupert Hartmann as school physician for the 2021-2022 school year in the amount of \$750.00 for the school year.

D. MOTION: BE IT RESOLVED, that the Board of Education approve the authorization to participate in the Sustainable Jersey for Schools Program.

E. MOTION: BE IT RESOLVED, that the Board of Education approve the New Jersey Schools Insurance Group Resolution Authorizing the Completion of an Application and Receipt of a Safety Grant Award

WHEREAS, the New Jersey Schools Insurance Group ("NJSIG") is a school board insurance group authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members; WHEREAS, the Beverly City School, hereinafter referred to as the "Educational Institution," is a member of NJSIG; and, WHEREAS, in accordance with NJSIG Policy 3710, the goal of the safety grant program is to provide members the necessary resources to complete risk reduction projects and improve the safety of the population NJSIG members serve. NOW THEREFORE, BE IT RESOLVED that: 1) The Educational Institution applies for a safety grant through the NJSIG safety grant program for the 2021-2022 fiscal year in the amount of \$2,127.00 for the purposes set forth in their safety grant application, which is attached hereto; and, 2) The Business Administrator or their designee is hereby authorized to take all action necessary to apply for and receive a safety grant award.

F.MOTION: RESOLVED, to adopt the budget for the 2021-2022 school year be adopted in the CURRENT EXPENSE FUND 10 amount of \$8,970,526.00 SPECIAL REVENUE FUND 20 in the amount of \$999,141.00 and DEBT SERVICE FUND 40 in the amount of \$83,194.00

FURTHER, be it resolved that \$3,201,126.00 should be raised for the GENERAL FUND and \$83,194.00 should be raised for the DEBT SERVICE FUND for the 2021-2022 school year.

FURTHER, be it resolved that the revenues for the 2021-2022 school year be adopted in the amounts of CURRENT EXPENSE FUND 10 in the amount of \$8,970,526.00 SPECIAL REVENUE FUND 20 in the amount of \$999,141.00 and DEBT SERVICE FUND 40 in the amount of \$83,194.00

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 \$3,201,807.00 and



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 2021-2022 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 2021-2022 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: \$1,000.00

Public Relations: \$2,000.00 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 2021-2022 budget includes a withdrawal of \$800,000.00 from Capital Reserve. The monies will be used to install classroom trailers on the Beverly School site. This project is included in the District's Long Range Facility Plan and the project has also been reviewed by the District Architect and approved by office of School Facilities State Project #0380-025-20-3200.

BE IT FURTHER RESOLVED, that the 2021-2022 school budget includes a tax levy enrollment adjustment.

Roll Call

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

PERSONNEL:

11. Consent Agenda:

A motion was made by Robert Thibault and seconded by Barbara Kelly to approve the following action items A through P will be considered under consent agenda. Item I was tabled till next month. 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 May 2021.

B. MOTION: BE IT RESOLVED, that the Board of Education approve the Custodial Summer work on an "as needed" basis.

C. MOTION: BE IT RESOLVED, that the Board of Education approve the Custodial Summer Help compensation to be set at \$16.50 per hour or \$17.50 per hour with a black seal license.

D. MOTION: BE IT RESOLVED, that the Board of Education approve Bert Jordan, for custodial summer work at the rate of \$26.41 per hour, as needed.



E. MOTION: To approve Resolution #5-14-14-:

BE IT RESOLVED, to employ the following non-tenured teaching and district personnel for the Beverly City Schools for the 2021-2022 school year.

Pursuant to the provisions of N.J.S.A. 18A:27-4.1 and N.J.S.A. 18A:27-10, upon the recommendation of the Superintendent of Schools, renew the employment contracts of the following personnel for the 2021-2022 school year:

| NAME | ASSIGNMENT | TENURE DATE |
|---------------------|------------------|-------------|
| Paige Balkovic | Teacher | 9/2/2022 |
| Stefanie Campo | Teacher | 9/2/2024 |
| Edward Carragher | Teacher | 9/2/2023 |
| Alyssa de la Pena | School Nurse | 10/1/2023 |
| Abigail Grenier | Teacher | 9/2/2024 |
| Amy Hornbeck | Teacher | 9/2/2023 |
| Kathleen Kehlenbeck | Teacher | 11/12/2023 |
| Michael Knazek | Teacher | 9/2/2023 |
| Scott Morrissey | Teacher | 9/2/2023 |
| Caitlin Stone | Speech Therapist | 11/26/2021 |
| Doreen Torrillo | Teacher | 9/2/2023 |
| Ronald Vogelei | Teacher | 9/2/2024 |
| Danielle Blythe | Teacher | 3/9/2025 |
| Lynda Fisher | Teacher | 9/2/2024 |

F. MOTION: To approve the Paraprofessionals for the 2021-2022 School Year:

BE IT RESOLVED, that the Board of Education approve the following Paraprofessionals for the 2021-2022 school year:

| NAME | ASSIGNMENT |
|----------------|----------------------|
| Marcella Field | Paraprofessional/RBT |
| JoAnn Harmon | Paraprofessional |



| | |
|-------------------|------------------|
| Ann Martorana | Paraprofessional |
| Sherry Merrill | Paraprofessional |
| Frank Vespe | Paraprofessional |
| Emily Spitznogle | Paraprofessional |
| Elizabeth Rosario | Paraprofessional |
| Naja Wimberly | Paraprofessional |
| Natasha Carr | Paraprofessional |
| Taylor Vann | Paraprofessional |
| Rachel Seay | Paraprofessional |
| Jeremiah Charles | Paraprofessional |
| Ralphina Perry | Paraprofessional |
| Mikaela Santucci | Paraprofessional |
| Tiahmar Fenelon | Paraprofessional |

G. MOTION: To approve the Part Time Custodial Staff for the 2021-2022 School Year:

BE IT RESOLVED, that the Board of Education approve the following Part Time Custodians for the 2021-2022 school year:

| NAME | | ASSIGNMENT | Hourly Rate |
|-------------|----------|-------------------|-------------|
| Bert Jordan | 10 Month | Custodian (Night) | \$26.41 |

H. MOTION: To approve the Extended School Year (ESY) Summer School Staff:

BE IT RESOLVED, that the Board of Education approve the following staff for the Extended School Year (ESY) Summer School at a rate of \$40.00 an hour for a teacher/nurse and \$20.00 an hour as a Paraprofessional:

- Kathleen Kehlenbeck – Teacher
- Edward Carragher – Teacher
- Danielle Blythe – Teacher
- Karen Spratt – Teacher
- Kathy Tipton – Substitute Teacher
- Ann Martorana – Paraprofessional
- Elizabeth Rosario – Paraprofessional



- Natasha Carr – Paraprofessional
- Rachel Seay – Paraprofessional
- Mikael Santucci – Substitute Paraprofessional
- Marcy Field – RBT (\$25.00 per hour (Part-time))
- Poonam Lokanadham – OT
- Alyson Stout – PT
- ESU - Speech

I. MOTION: BE IT RESOLVED, that the Board of Education approve George M. Gahles, as Business Administrator effective July 1, 2021 to June 30, 2022. This motion was tabled till next month.

J. MOTION: BE IT RESOLVED, that the Board of Education approve the FMLA for Caitlin Stone, effective June 23, 2021 and return to work on September 26, 2021.

K. MOTION: BE IT RESOLVED, that the Board of Education approve Jennifer Dobos to be added to the sub caller list.

L. MOTION: BE IT RESOLVED, that the Board of Education approve the resignation of Kelsey Springsteen, Teacher, effective June 30, 2021.

M. MOTION: BE IT RESOLVED, that the Board of Education approve the resignation of Amanda Mrotzek, Teacher, effective June 30, 2021.

N. MOTION: BE IT RESOLVED, that the Board of Education approve the FMLA for Stefanie Maldonado, effective September 13, 2021 through December 23, 2021 and return to work on January 3, 2022.

O. MOTION: BE IT RESOLVED, that the Board of Education approve to adjust salaries for the following teacher by virtue of the accumulations of advanced status credits on the salary guide in accordance with Board-BEA negotiated agreement for the 2021-2022 school year, said adjustments to be paid the first reasonable pay period:

| Teacher | From | Old Salary | To | New Salary |
|-----------------|-------------|-------------|----------------|-------------|
| Scott Morrissey | Step #13 BA | \$64,061.00 | Step #14 BA+15 | \$67,198.00 |

P. MOTION: BE IT RESOLVED, that the Board of Education approve the termination of Bonnie Reisser, Applied Behavior Analysis Teaching Assistant, effective June 4, 2021.

Roll Call

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

A motion was made by Robert Thibault and seconded by Barbra Kelly to table the following motion that was pulled from the above consent agenda: BE IT RESOLVED, that the Board of Education approves George M. Gahles, as Business Administrator effective July 1, 2021 to June 30, 2022. This motion was tabled till next month.



Roll Call

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

CURRICULUM & INSTRUCTION:

12. Consent Agenda:

A motion was made by Barbara Kelly and seconded by Donato Marable 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 the REVISED 2020-2021 calendar, last day of school will be June 22, 2021.

B. MOTION: BE IT RESOLVED, that the Board of Education approve the World Language Curriculum for the 2021-2022 school year.

Roll Call

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

13. Old Business –

Discussion was held earlier on the 2021-2022 School Budget as well as the classroom trailers.

14. New Business

There was no new business this month.

15. Superintendent's Report:

A. Enrollment Report: 325 students

B. Attendance Report: 92%

C. Nurse's Report: Included for review. Dr. Giacobbe noted that our school nurse is doing an outstanding job!

D. H.I.B. Incidents:



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

E. Discipline Report:

Total Suspensions: 0

F. Drills:

- Shelter in Place – Transition into Lockdown – April 13, 2021 – 8:45 AM – 3 minutes 57 seconds
- Fire Drill – April 15, 2021 – 9:30 AM – 1 minute 1 second
- Fire Drill – May 5, 2021 – 8:30 AM – 39 seconds
- Shelter in Place – May 6, 2021 – 8:30 AM – 1 minute 17 seconds

16. Correspondence

There was no correspondence for the month.

17. Board Comments

Robert Thibault noted it was good to be back on the Board of Education and noted how pleased he was with what has been done since he was last on the Board of Education.

18. Public Comments

The open to the public comment portion of the meeting began at 6:29 p.m. and closed at 6:29 p.m. There were no comments from the public.

19. Adjournment

A motion was made by Barbara Kelly and seconded by Robert Thibault to adjourn the Board of Education Meeting at 6:30 p.m.

Roll Call

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|----------------|-------------|-----------------|-------------|
| 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