



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

Beverly City School
May 7, 2019

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 9, 2019. 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. Board President, Mr. Wolbert lead the Pledge of Allegiance.



3. Roll Call

K. Lee Dixon	Present	Dominique Turner	Present
Barbara Kelly	Absent	Heather Young	Absent
Donato Marable	Absent	Richard Wolbert	Present
Michael Stewart	Present		

4. Richard Wolbert, Board President opened the meeting.

5. Board Member Comments on the Agenda

There were no Board of Education comments on the agenda.

6. Public Comment on Agenda Items Only

There were no Public Comments on the agenda.

7. 2019 Spring Benchmark Presentation

Mrs. Kerri Lawlor and Dr. Giacobbe gave the 2019 Spring Benchmark presentation which included a handout.

8. A motion was made by Michael Stewart and seconded by K Lee Dixon to approve the minutes for the Regular meeting on April 17, 2019.

Roll Call

K. Lee Dixon	Affirmative	Dominique Turner	Abstain
Barbara Kelly	Absent	Heather Young	Absent
Donato Marable	Absent	Richard Wolbert	Affirmative
Michael Stewart	Affirmative		

MONTHLY FINANCIALS/CONTRACTS:

9. Consent Agenda:

A motion was made by K Lee Dixon and seconded by Michael Stewart 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 March 2019: Balance on hand \$3,591,300.01

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, Dr. Brian F. Savage, Board Secretary, certifies that as of March 2019, 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 March 2019, 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 March 2019.

C. MOTION: To approve to authorize the Business Administrator to make transfers within accounts for the month of March 2019.

D. MOTION: To approve the purchase orders in the amount of \$16,362.42 for the month of May 2019.

E. MOTION: BE IT RESOLVED, that the Board of Education approve the bills totaling \$271,949.48 for the month of May 2019 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 April 15, 2019 in the amount of \$161,059.61 and for the pay period ending April 30, 2019 in the amount of \$159,261.67 in the total amount of \$320,321.28 for the month of April 2019.



Roll Call

K. Lee Dixon	Affirmative, Abstained on Motion E	Dominique Turner	Abstain
Barbara Kelly	Absent	Heather Young	Absent
Donato Marable	Absent	Richard Wolbert	Affirmative
Michael Stewart	Affirmative		

FINANCIALS/CONTRACTS:

10. Consent Agenda:

A motion was made by K Lee Dixon and seconded by Dominique Turner 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 James L. Messersmith of Rider University, Woodrow Wilson Foundation Program and New Jersey Science Teachers Association contract for the 2019-2020 school year in the amount of \$1.00.

B. MOTION: BE IT RESOLVED, that the Board of Education approve Rupert Hartmann as school physician for the 2019-2020 school year in the amount of \$750.00 for the school year.

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

D. MOTION: RESOLVED, That the tentative budget for the 2019-2020 school year be adopted in the CURRENT EXPENSE FUND 10 amount of \$7,528,933 SPECIAL REVENUE FUND 20 in the amount of \$482,603 and DEBT SERVICE FUND 40 in the amount of \$80,694.

FURTHER, be it resolved that \$3,007,025 should be raised for the GENERAL FUND and \$80,694 should be raised for the DEBT SERVICE FUND for the 2019-2020 school year.

FURTHER, be it resolved that the revenues for the 2019-2020 school year be adopted in the amounts of CURRENT EXPENSE FUND 10 in the amount of \$7,528,933 SPECIAL REVENUE FUND 20 in the amount of \$482,603 and DEBT SERVICE FUND 40 in the amount of \$80,694.

BE IT RESOLVED, that the Beverly City Board of Education accept Categorical Special Education State Aid of \$182,606 Categorical Security Aid of \$105,269 Adjustment Aid of \$758,309 Categorical Transportation Aid of \$193,173 and Equalization Aid of \$2,543,698 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 17, 2019 at 6:00 p.m. for the purpose of holding a special public hearing on the 2019-2020 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 2019-2020 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 2019-2020 School Year at the sum of:

Professional Services:



Attorney(s):	\$30,000
Auditor:	\$20,000
Treasurer of School Monies:	\$4,800
OT/PT/Speech:	\$50,000
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.

The public hearing on the budget opened at 7:01 p.m. and closed at 7:01 p.m. There were no comments.

E. MOTION: BE IT RESOLVED, that the Board of Education approve the submission of the New Jersey School Insurance Group 2019 Safety Grant.

Roll Call

K. Lee Dixon	Affirmative	Dominique Turner	Abstain
Barbara Kelly	Absent	Heather Young	Absent
Donato Marable	Absent	Richard Wolbert	Affirmative
Michael Stewart	Affirmative		

11. MOTION: Executive Session Resolution:

A motion was made by K Lee Dixon and seconded by Michael Stewart to approve the following:

WHEREAS, N.J.S.A. 10:4-12 allows for a Public Body to go into closed session during a Public Meeting, and

WHEREAS, the Board of Education of the Beverly City School District has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and



WHEREAS, the regular meeting of this Board of Education will reconvene at the conclusion of closed session, at approximately 7:20 p.m. this evening.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Beverly City School District will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

_____Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting (Subject to the balancing of the public's interest and the employee's privacy rights under South Jersey Publishing, 124 N.J. 478, the employee(s) and nature of discussion is

Personnel Matters;

BE IT FURTHER RESOLVED that the Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Board Attorney advises the Board of Education that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the School District or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the Board of Education, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the Board Secretary to take the appropriate action to effectuate the terms of this resolution.

Roll Call

K. Lee Dixon	Affirmative	Dominique Turner	Abstain
Barbara Kelly	Absent	Heather Young	Absent
Donato Marable	Absent	Richard Wolbert	Affirmative
Michael Stewart	Affirmative		

Adjournment from Executive Session

A motion was made by Donato Marable and seconded by Barbara Kelly to adjourn from Executive Session at 7:12 p.m.

Roll Call

K. Lee Dixon	Affirmative	Dominique Turner	Abstain
Barbara Kelly	Absent	Heather Young	Absent
Donato Marable	Absent	Richard Wolbert	Affirmative
Michael Stewart	Affirmative		

PERSONNEL:



12. Consent Agenda:

A motion was made by Michael Stewart and seconded by Dominique Turner 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 June 2019.

B. MOTION: BE IT RESOLVED, that the Board of Education approve the resignation of Briana McGuckin, Teacher, effective June 30, 2019.

C. MOTION: BE IT RESOLVED, that the Board of Education approve the resignation of Angela Best, Middle School Science Teacher, effective June 30, 2019.

D. MOTION: BE IT RESOLVED, that the Board of Education approve the resignation of Susan Mead, Teacher, effective June 30, 2019.

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 2019-2020 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 2019-2020 school year:

NAME	ASSIGNMENT	TENURE DATE
Paige Balkovic	Teacher	9/2/2022
Donna Butler	Teacher	3/2/2021
Lori Genovesi	Teacher	9/2/2020
Michelle Granville	Teacher	2/3/2020
Brittney Kelley	Art Teacher	9/2/2020
Lisa Scarperia	Teacher	11/24/2020
Caitlin Stone	Speech Therapist	10/4/2021
Samantha Swal	Teacher	9/2/2022

F. MOTION: To approve the Paraprofessionals for the 2019-2020 School Year:



BE IT RESOLVED, that the Board of Education approve the following Paraprofessionals for the 2019-2020 school year:

NAME	ASSIGNMENT
Edward Carragher	Paraprofessional/Bus Driver
Maurese Chandler	Paraprofessional
Kimberly Deatore	Paraprofessional
Conor Dempster	Paraprofessional
Marcella Filed	Paraprofessional
Lynda Fisher	Paraprofessional
Lana Fox	Paraprofessional
Tevin Gibson	Paraprofessional
Megan Goodspeed	Paraprofessional
JoAnn Harmon	Paraprofessional
Amanda Helmstetter	Paraprofessional
Kathleen Kehlenbeck	Paraprofessional
Ann Martorana	Paraprofessional
Sherry Merrill	Paraprofessional
Priscilla Napoli	Paraprofessional
Inez Smith	Paraprofessional
Frank Vespe	Paraprofessional

G. MOTION: To approve the Part Time Custodial Staff for the 2019-2020 School Year:

BE IT RESOLVED, that the Board of Education approve the following Part Time Custodians for the 2019-2020 school year:

NAME		ASSIGNMENT	Hourly Rate
Bert Jordan	10 Month	Custodian (Night)	\$24.79
George Kelly	12 Month	Custodian (Night)	\$16.97



H. MOTION: BE IT RESOLVED, that the Board of Education approve the hiring of Sandy Coyne, Glenn Dempster, Meredith Lokan, Lois Harmon and Anneliese McCloskey (five teachers) for our Summer Expansion program funded by New Jersey Department of Law and Public Safety, Office of the Attorney General, through the New Jersey Governor's Juvenile Justice and Delinquency Prevention Committee for \$35.00 per hour, four hours a day, four days a week, from July 1, 2019 through August 5, 2019 for an amount not to exceed \$3,150 per teacher.

I. MOTION: BE IT RESOLVED, that the Board of Education approve Melanie Kranz as Athletic Scheduling stipend position for the 2019-2020 school year in the amount of \$39.26 per hour x 5 hours in the total amount of \$196.30.

J. 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 \$35.00 an hour for a teacher/nurse and \$15.00 an hour as a Paraprofessional:

- Karen Spratt – Teacher
- Samantha Swal – Teacher
- Peg Gunkel – Teacher
- Caitlin Stone – Speech Therapist
- Jamie Weller – Nurse
- Marcy Field – Paraprofessional
- Lynda Fisher – Paraprofessional
- Tevin Gibson – Paraprofessional
- Ann Martorana – Paraprofessional
- Maurese Chandler – Paraprofessional
- Cora Harris – Paraprofessional
- Michelle Granville – Paraprofessional
- Paige Balkovic – Paraprofessional
- Donna Butler - Paraprofessional

K. MOTION: BE IT RESOLVED, upon the recommendation of the Superintendent, the Beverly Board of Education hereby withholds employment and adjustment increments as per N.J.S.A.18A:29-14 of Joseph DeLecce for the 2019-2020 school year.

Roll Call

K. Lee Dixon	Affirmative	Dominique Turner	Affirmative
Barbara Kelly	Absent	Heather Young	Absent
Donato Marable	Absent	Richard Wolbert	Affirmative
Michael Stewart	Affirmative		

CURRICULUM & INSTRUCTION:



13. A motion was made by K Lee Dixon and seconded by Michael Stewart to approve the following: MOTION: BE IT RESOLVED, that the Board of Education approve the purchase of Scholastic Lit Camp materials in the amount of \$3,787.75 for the Summer Scholar Growth Academy, to be purchased with funds provided by the State of New Jersey Department of Law and Public Safety Juvenile Justice Commission for 2019 Summer Expansion Programming.

Roll Call

K. Lee Dixon	Affirmative	Dominique Turner	Affirmative
Barbara Kelly	Absent	Heather Young	Absent
Donato Marable	Absent	Richard Wolbert	Affirmative
Michael Stewart	Affirmative		

14. Old Business: Dr. Giacobbe distributed the new mission statement bands to the Board of Education.

15. New Business – Removal of Board Member: Mrs. Young did not attend tonight’s meeting. This issue was discussed and the Board agreed to authorize Dr. Savage to draft a letter to her letting her know the Board’s proposed removal action.

A motion was made by K Lee Dixon and seconded by Dominique Turner to authorize Dr. Savage to send a letter to Mrs. Young inviting her to attend the next Board of Education meeting to discuss the reasons for the recent absences from the meetings.

Roll Call

K. Lee Dixon	Affirmative	Dominique Turner	Affirmative
Barbara Kelly	Absent	Heather Young	Absent
Donato Marable	Absent	Richard Wolbert	Affirmative
Michael Stewart	Abstained		

16. Superintendent’s Report

A. Enrollment Report: 310

B. Attendance Report: over 95% attendance

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

F. Drills:

- Lockdown – April 30, 2019 – 10:21 AM

17. Correspondence:

A recent letter to the editor was discussed regarding positive comments about the Beverly City School. Additionally, there was discussion on the recent incident regarding the notification timeframe with regard to central monitoring of the alarm systems. This will be reviewed in Town Hall and the School.

18. Board Comments

There were no board comments for the month.

19. Public Comments

The open to the public comment portion of the meeting began at 7:14 p.m. and closed at 7:14 p.m.

20. Adjournment

A motion was made by Michael Stewart and seconded by Barbara Kelly to adjourn the Board of Education Meeting at 7:17 p.m.

Roll Call

K. Lee Dixon	Affirmative	Dominique Turner	Affirmative
Barbara Kelly	Absent	Heather Young	Absent
Donato Marable	Absent	Richard Wolbert	Affirmative
Michael Stewart	Affirmative		

Respectfully submitted:



Brian F. Savage

Brian F. Savage, Ed.D.

Staff Accountant/Board Secretary