



BEVERLY CITY BOARD OF EDUCATION

601 Bentley Avenue
Beverly, New Jersey 08010
www.beverlycityschool.org
REGULAR MEETING

Beverly City School
May 8, 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 April 26, 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 Smith-Jones	Absent
K Lee Dixon	Present	Mary Wolbert	Present
Leigh Ann Esaia	Present	Richard Wolbert	Present
Barbara Kelly	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 six (6) 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

Tyree Bull was recognized as the Learner to Leader for the month and Maddie Hammond and Julian Castro were recognized by the Board of Education for being Upstanders.

8. Benchmark Data Presentation

Mrs. Lawlor presented the benchmark data for the quarter. The overall report was positive.

9. 8. A motion was made by Barbara Kelly and seconded by Stacey Atkinson to approve the minutes for the Regular meeting on April 12, 2017.

Roll Call

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

MONTHLY FINANCIALS/CONTRACTS:

10. 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 March 2017: Balance on hand \$2,886,389.38

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 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.

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 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 March 2017.

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

D. MOTION: To approve the purchase orders in the amount of \$94,788.26 for the month of May 2017.

E. MOTION: To approve the bills list:

BE IT RESOLVED, that the Board of Education approve the bills totaling \$223,879.12 for the month of May 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 April 15, 2017 in the amount of \$139,988.79 and for the pay period ending April 30, 2017 in the amount of \$141,340.36 in the total amount of \$281,329.15 for the month of April 2017.

Roll Call

Stacey Atkinson
K Lee Dixon
Leigh Ann Esaia
Barbara Kelly

Affirmative
Abstained
Affirmative
Affirmative

Mary Smith-Jones
Mary Wolbert
Richard Wolbert

Absent
Affirmative
Affirmative



FINANCIALS/CONTRACTS:

11. Consent Agenda:

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

A. RESOLVED, That the budget for the 2017-2018 school year be adopted in the CURRENT EXPENSE FUND 10 amount of \$7,087,558 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 \$7,087,558 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

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.

B.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 2017-2018 school year in the amount of \$1.00.

C. MOTION: BE IT RESOLVED, that the Board of Education approve Rupert Hartmann as school physician for the 2017-2018 school year in the amount of \$500.00 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.

Roll Call

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



PERSONNEL:

12. 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 June 2017.

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

- 6 Special Education Teachers @ \$35.00 per hour
- 1 School Nurse @ \$35.00 per hour
- 1 Speech Therapist (Part-Time) @ \$35.00 per hour
- 4 Paraprofessionals @ \$15.00 per hour

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: 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 2017-2018 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 2017-2018 school year:

NAME	ASSIGNMENT	TENURE DATE
Anneliese McCloskey	Teacher	1/3/2017
Margaret Gunkel	Teacher	9/2/2018
Jamie Weller	Nurse	10/15/2017
Chelsea Light	School Psychologist	9/10/2018



Stefanie Borota	Teacher	1/29/2017
Travis Knauss	Music Teacher	11/26/2017
Meredith Lokan	Teacher	9/2/2018
Nicole Vermes	Teacher	9/2/2018
Glenn Dempster	Teacher	9/2/2018
Rosalind Johnson	Teacher	2/20/2020
Rachel Fox	Teacher	3/15/2020
Tiffany Odom	Teacher	9/2/2019
Michelle Granville	Teacher	12/17/2019
Wayne Shareef	Teacher	9/2/2019
Briana McGuckin	Teacher	9/1/2020
Lori Genovesi	Teacher	9/1/2020
Brittney Kelley	Art Teacher	9/1/2020
Joanne Mills	Social Worker	9/1/2018
Suzanne Columbia	Speech Therapist	3/20/2021

E. MOTION: To approve the Paraprofessionals for the 2017-2018 School Year:

BE IT RESOLVED, that the Board of Education approve the following Paraprofessionals for the 2017-2018 school year:

NAME	ASSIGNMENT
Joann Harmon	Paraprofessional
Dahlia Morales	Paraprofessional
Heather Gorney	Paraprofessional
Verna Martin	Paraprofessional
Sherry Merrill	Paraprofessional
Kaitlin Cody	Paraprofessional
Gisellmary Gonzalez-Rivera	Paraprofessional
Conor Dempster	Paraprofessional



Marcy Field	Paraprofessional
Annette Barnes	Paraprofessional
Inez Smith	Paraprofessional
Sue Matthews	Cafeteria Aide

F. MOTION: To approve the Part Time Custodial Staff for the 2017-2018 School Year:

BE IT RESOLVED, that the Board of Education approve the following Part Time Custodians for the 2017-2018 school year:

NAME		ASSIGNMENT	Step #	Hourly Rate
Bert Jordan	10 Month	Custodian (Night during school year)	11	\$22.64
George Kelly	12 Month	Custodian (Night during school year)	4	\$15.50
Dale Burroughs	12 Month	Custodian (Night during school year)	2	\$14.35

Roll Call

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

FIELD TRIP:

13. Consent Agenda:

A motion was made by Stacey Atkinson and seconded by Leigh Ann Esaia to approve the following action items A through C 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 transportation provided by Garden State Transportation to The Franklin Institute in the total amount of \$275.00 on June 12, 2017 (change of date of trip).

B. MOTION: BE IT RESOLVED, that the Board of Education approve the transportation provided by Garden State Transportation to the IPlay America in the total amount of \$250.00 on June 8, 2017.

C. MOTION: BE IT RESOLVED, that the Board of Education approve Jodi Gottlieb and Sandy Coyne for the field trip request to Katz JCC on June 8, 2017 for 33 students and 2 chaperones. There will be no cost to the district. Transportation will be provided by JCC.



Roll Call

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

PROFESSIONAL DEVELOPMENT:

14. Consent Agenda:

A motion was made by Stacey Atkinson and seconded by Barbara Kelly 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 professional development for Suzanne Columbia and Rachel Fox to attend the Lindamood-Bell Workshop, in Princeton, NJ on July 27-28, 2017, in the amount of \$711.55 each for the total amount of \$1,423.10.

B. MOTION: BE IT RESOLVED, that the Board of Education approve the professional development for the following staff to attend the Evidence Centered Leadership Conference, in Riverside, NJ on August 16, 2017, in the amount of \$80.00 per person for the total amount of \$560.00:

- Elizabeth Giacobbe
- Kerri Lawler
- Joe DeLecce
- Stefanie Borota
- Dennis Leigh
- Anneliese McCloskey
- Larissa Druding

Roll Call

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

CURRICLUM & INSTRUCTION:

15. A motion was made by Stacey Atkinson and seconded by Barbara Kelly to approve the following, BE IT RESOLVED, that the Board of Education approve the English Language Service Three-Year Program Plan for school years 2017-2020.



Roll Call

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

16. Old Business

There was no old business for the month.

17. New Business:

Stacey Atkinson informed that Board of Education that she will be attending the upcoming School Board Delegate Assembly.

18. Superintendent's Report

A. Enrollment Report: 298

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:

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

19. Correspondence

There was no correspondence for the month.



20. Board Comments

There were no comments from the Board of Education.

21. Public Comments

The open to the public comment portion of the meeting began at 8:20 p.m. and closed at 8:26 p.m.

Mr. Hoff, 124 Riverbank Drive, Beverly, asked who is responsible for publicity for the school district. It was noted that the District does get the positive news out via the news paper, The Beverly Bee as well as our website. Publicity is an ongoing effort of all those involved.

22. Adjournment

A motion was made by Barbara Kelly and seconded by Mary Wolbert to adjourn the Board of Education Meeting at 8:26 p.m.

Roll Call

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

Respectfully submitted:

Brian F. Savage, Ed.D.

Staff Accountant/Board Secretary



EXECUTIVE SESSION

There were no executive session topics for the month of May 2017.

Respectfully submitted:

Brian F. Savage, Ed.D.

Staff Accountant/Board Secretary

