



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

Beverly City School
May 4, 2023

6:00 PM
Beverly City 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 5, 2023. 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. Mr. Wolbert led the Pledge of Allegiance.



3. Roll Call

Barbara Kelly	Present	Robert Thibault	Present
Donato Marable	Final Call	Richard Wolbert	Present
Susan E. Roth	Present		

An honor ceremony was held for Donato Marable.

4. Proclamation: A proclamation was read by the Beverly City Mayor in honor of Donato Marable.

5. Richard Wolbert, Board President opened the meeting.

6. Board Member Comments on the Agenda

There were no Board Member comments on the agenda.

7. Public Comment on Agenda Items Only

There were no public comments on the agenda.

8. Student Recognition: Dr. Giacobbe recognized the Choose To Be Nice recipients for the month.

MONTHLY FINANCIALS/CONTRACTS:

9. A motion was made by Barbara Kelly and seconded by Robert Thibault 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 February 2023:
Balance on hand \$2,452,356.33

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 2023, 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 2023, 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 2023:

Balance on hand \$3,121,860.11

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 2023, 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 March 2023, 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 2023.

D. MOTION: To accept the financial report of the Treasurer of School Monies ending March 2023.

E. MOTION: To approve to authorize the Business Administrator to make transfers within accounts for the month of February 2023.

F. MOTION: To approve to authorize the Business Administrator to make transfers within accounts for the month of March 2023.

G. MOTION: To approve the purchase orders in the amount of \$160,476.09 for the month of April/May 2023.

H. MOTION: BE IT RESOLVED, that the Board of Education approve the bills totaling \$630,614.55 for the month of April/May 2023 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, 2023 in the amount of \$203,312.92 and for the pay period ending March 31, 2023 in the amount of \$203,489.65 in the total amount of \$406,802.57 for the month of March 2023.

Roll Call

Barbara Kelly	Affirmative	Robert Thibault	Affirmative
Susan E. Roth	Affirmative	Richard Wolbert	Affirmative

MONTHLY FINANCIALS/CONTRACTS:

10. Consent Agenda:

A motion was made by Robert Thibault and seconded by Barbara Kelly 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.MOTION: RESOLVED, to adopt the budget for the 2023-2024 school year be adopted in the CURRENT EXPENSE FUND 10 amount of \$10,788,564.00 SPECIAL REVENUE FUND 20 in the amount of \$1,097,591.00 and DEBT SERVICE FUND 40 in the amount of \$85,494.00



FURTHER, be it resolved that \$2,846,899.00 should be raised for the GENERAL FUND and \$85,494.00 should be raised for the DEBT SERVICE FUND for the 2023-2024 school year.

FURTHER, be it resolved that the revenues for the 2023-2024 school year be adopted in the amounts of CURRENT EXPENSE FUND 10 in the amount of \$10,788,564.00 SPECIAL REVENUE FUND 20 in the amount of \$1,097,591.00 and DEBT SERVICE FUND 40 in the amount of \$85,494.00

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 \$5,141,344.00 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 2023-2024 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 2023-2024 School Year at the sum of:

Professional Services:

Attorney(s):	\$ 30,000.00
Auditor:	\$ 20,000.00
Treasurer of School Monies:	\$ 6,000.00
OT/PT/Speech:	\$ 150,000.00
School Physician:	\$ 3,000.00
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 2023-2024 budget includes a withdrawal of \$880,000.00 from Capital Reserve. The monies will be used to install HVAC upgrades throughout the Beverly School and the completion of the classroom Annex. These projects included in the District's Long Range Facility Plan and the project will be submitted to the School Facilities to get a project number.

The meeting was opened up to the public for a public hearing on the budget. A summary of the budget was given by Dr. Savage. There were no public comments on the proposed 2023-2024 school budget.

B.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 2023-2024 Year.



C. MOTION: BE IT RESOLVED, that the Board of Education approve to appoint for 2023-2024 school year, the food service management contract with Nutri-Serve Management, Inc. at the flat fee of \$22,358.45 and approve the contract for the 2023-2024 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 following resolution regarding the HVAC Project: This motion was held till later in the meeting.

Roll Call

Barbara Kelly	Affirmative	Robert Thibault	Affirmative
Susan E. Roth	Affirmative	Richard Wolbert	Affirmative

PERSONNEL:

11. Consent Agenda:

A motion was made by Barbara Kelly and seconded by Robert Thibault 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:BE IT RESOLVED, that the Board of Education approve the resignation of Stefanie Saric, Teacher, effective June 30, 2023.

B. MOTION: BE IT RESOLVED, that the Board of Education approve the resignation of Susan Johnson, Paraprofessional, effective April 21, 2023.

C. MOTION: BE IT RESOLVED, that the Board of Education approve the resignation of Brian Belsky, Supervisor of Pupil Services effective June 30, 2023.

D. MOTION: BE IT RESOLVED, that the Board of Education approve Tara Dinn, sub nurse, \$50.00 per hour, retroactive effective April 5, 2023.

E. MOTION: BE IT RESOLVED, that the Board of Education approve Ellen Horenburg, sub nurse, \$50.00 per hour, retroactive effective April 21, 2023.

F. 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:

- Jennifer Barrientos – Teacher
- Danielle Blythe – Teacher
- Lisa Scarperia/Amy Hornbeck – Teacher
- Marcy Field – Paraprofessional
- Kenya Marshall – Paraprofessional
- Ann Martorana – Paraprofessional
- Natasha Carr – Paraprofessional
- Carrie Dougherty – Paraprofessional
- Sherry Merrill – Paraprofessional
- Glenn Dempster - Paraprofessional
- Kelly Schwesig – Occupational Therapist
- ESU – Speech Therapist
- Deb McMire – Nurse (Pro-Med)
- Kim Deatore – Substitute
- Stefanie Maldonado – Substitute
- Michael Spahr – Substitute

G. MOTION: BE IT RESOLVED, that the Board of Education approve Bert Jordan, for custodial summer work, as needed.

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

I. MOTION: BE IT RESOLVED, that the Board of Education approve summer hours for Alyssa de la Pena, School Nurse, up to 10 days.

J. 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 2023-2024 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 2023-2024 school year:

NAME	ASSIGNMENT	TENURE DATE
Jennifer Barrientos	Teacher	9/2/2026
Danielle Blythe	Teacher	3/9/2025



Angela Buggs	Teacher	9/2/2026
Kathleen Burke	Teacher	9/2/2026
Kayla Costigan	Teacher	9/2/2025
Alyssa de la Pena	School Nurse	3/30/2024
Conor Dempster	Teacher	1/2/2027
Francesca DiMedio	Teacher	9/2/2025
Heather Farrelly	Teacher	9/2/2025
Amy Hornbeck	Teacher	9/2/2023
Kathleen Kehlenbeck	Teacher	11/12/2023
Abigail Longstreet	Teacher	9/2/2024
Heather Rienzi	Teacher	9/2/2025
Melissa Shaw	Teacher	9/2/2026
Michael Spahr	Teacher	9/2/2026
Doreen Torrillo	Teacher	9/2/2023
Ronald Vogelei	Teacher	9/2/2024
Peyton Whittington	Teacher	9/2/2026

K. MOTION: To approve the Paraprofessionals for the 2023-2024 School Year:

BE IT RESOLVED, that the Board of Education approve the following Paraprofessionals for the 2023-2024 school year:

NAME	ASSIGNMENT
Natasha Carr	Paraprofessional
Laila Dahdouh	Paraprofessional
Carrie Dougherty	Paraprofessional
Marcella Field	Registered Behavior Technician (RBT)
Jaelynn Hernandez	Paraprofessional



Dawn Jones	Paraprofessional
Kenya Marshall	Registered Behavior Technician (RBT)
Ann Martorana	Paraprofessional
Sherry Merrill	Paraprofessional
Kelsey Meyer	Paraprofessional
Jamie Rodriguez	Paraprofessional
Elizabeth Rosario	Paraprofessional
Ashlee Corro	Paraprofessional
Alanna Schwoebel	Paraprofessional
Rachel Seay	Paraprofessional
Lillian Latimer	Paraprofessional
Roseline Minhas	Paraprofessional
Edward Carragher	Paraprofessional
Karlamari Seise	Paraprofessional

Roll Call

Barbara Kelly	Affirmative	Robert Thibault	Affirmative
Susan E. Roth	Affirmative	Richard Wolbert	Affirmative

CURRICULUM & INSTRUCTION:

12. Consent Agenda:

A motion was made by Barbara Kelly and seconded by Robert Thibault 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 to accept the approval of the 2023-2024 Preschool Program Plan and Budget Approval.



B. MOTION: BE IT RESOLVED, that the Board of Education approve the REVISED 2022-2023 school year calendar.

C. MOTION: BE IT RESOLVED, that the Board of Education approve the 2023-2024 school year calendar.

D. MOTION: BE IT RESOLVED, that the Board of Education approve the summer hours of Monday through Thursday, beginning the week of June 19, 2023 (first Friday off June 23rd) and ending the week of August 28, 2023 (last Friday off September 1st).

E. MOTION: BE IT RESOLVED, that the Board of Education approve to post the official HIB grade report to the district website – 73/78 – 93%.

F. MOTION: BE IT RESOLVED, that the Board of Education approve the application for School Climate and Change Pilot in the amount of \$6,660.00 for the April 1, 2023-June 30, 2023 time frame.

Roll Call

Barbara Kelly	Affirmative	Robert Thibault	Affirmative
Susan E. Roth	Affirmative	Richard Wolbert	Affirmative

PROFESSIONAL DEVELOPMENT:

13. Consent Agenda:

A motion was made by Barbara Kelly and seconded by Robert Thibault 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 Amy Hornbeck to attend the Foundations Level 3 Workshop (virtual) on June 23, 2023 in the total amount of \$299.00.

B. MOTION: BE IT RESOLVED, that the Board of Education approve the professional development for the following to attend the TEACH Conference – Tools of the Mind Workshop (virtual) on May 9-11, 2023 in the amount of \$30.00 per person:

- Amy Hornbeck
- Lisa Scarperia
- Abigail Longstreet



- Meredith Shockley
- Karen Spratt
- Dorothy Foglio
- Kayla Costigan

Roll Call

Barbara Kelly	Affirmative	Robert Thibault	Affirmative
Susan E. Roth	Affirmative	Richard Wolbert	Affirmative

14. Old Business:

- Annex Change Orders: Dumpster Enclosure and Ramp: Dr. Savage noted that there is nothing new with regard to the above noted change orders.

15. New Business: The landscaping and snow removal will be rebid and posted on the website.

16. Superintendent's Report:

A. Enrollment Report: 334

B. Attendance Report

- April
- May

C. Nurse's Report (No report this month due to our school nurse on medical leave)

D. Discipline Report:

Total Suspensions: 2

E. 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.

17. Correspondence

There was no correspondence for the month.



18. Board Comments

Robert Thibault noted it was sad to hear of the passing of Donato Marable.

19. Public Comments

The open to the public comment portion of the meeting began at 6:33 p.m. and closed at 6:35 p.m.

Mr. Haaf, 132 Riverbank Avenue, Beverly NJ, had some nice comments to say about Donato Marable.

20. A motion was made by Robert Thibault and seconded by Barbara Kelly to approve the following: Executive Session Resolution:

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 7:00 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:

_____Legal/Contracts

A. Bid Results/Award - HVAC

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

Barbara Kelly	Affirmative	Robert Thibault	Affirmative
Susan E. Roth	Affirmative	Richard Wolbert	Affirmative

21. A motion was made by Robert Thibault and seconded by Barbara Kelly: BE IT RESOLVED, pursuant to N.J.S.A. 18A:18A-22, all bids for the Beverly City School HVAC improvement project are hereby rejected, as the bid for LGB Mechanical, which was determined to be the lowest apparent bidder by the Superior Court of New Jersey, substantially exceeds the cost estimate for project.

BE IT FURTHER RESOLVED that the Administration rebid the project in accordance with applicable provisions of the Public School Contracts law.

Roll Call

Barbara Kelly	Affirmative	Robert Thibault	Affirmative
Susan E. Roth	Affirmative	Richard Wolbert	Affirmative

22. Adjournment

A motion was made by Robert Thibault and seconded by Barbara Kelly to adjourn the Board of Education Meeting at 6:59 p.m.

Roll Call

Barbara Kelly	Affirmative	Robert Thibault	Affirmative
Susan E. Roth	Affirmative	Richard Wolbert	Affirmative

Respectfully submitted:

Brian F. Savage

Brian F. Savage, Ed.D.

Staff Accountant/Board Secretary