



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

Beverly City School
April 28, 2022

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 16, 2022. 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. Board President, Richard Wolbert led Pledge of Allegiance

3. Roll Call

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

4. Richard Wolbert, Board President opened the meeting.



5. Board Member Comments on the Agenda

There were no board member comments on the agenda.

6. Public Comment on Agenda Items Only

There were no public comments on the agenda.

7. A motion was made by Barbara Kelly and seconded by Donato Marable to approve the following action item: BE IT RESOLVED, that the Board of Education approve the regular meeting minutes for March 24, 2022.

Roll Call

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

MONTHLY FINANCIALS/CONTRACTS:

8. A motion was made by Barbara Kelly and seconded by Donato Marable to approve the following action items A through G 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 2022: Balance on hand \$3,232,063.31

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 2022, 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 2022, 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 2022.

C. MOTION: To approve to authorize the Business Administrator to make transfers within accounts for the month of March 2022.

D. MOTION: To approve the purchase orders in the amount of \$95,846.11 for the month of April 2022.

E. MOTION: BE IT RESOLVED, that the Board of Education approve the bills totaling \$376,575.96 for the month of April 2022 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 March 15, 2022 in the amount of \$182,248.70 and for the pay period ending March 31, 2022 in the amount of \$182,285.02 in the total amount of \$364,533.72 for the month of March 2022.

G. 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 2022-2023 fiscal year in the amount of \$4,320 for the purpose 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.



Roll Call

Barbara Kelly	Affirmative	Robert Thibault	Affirmative
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 item: RESOLVED, to adopt the budget for the 2022-2023 school year be adopted in the CURRENT EXPENSE FUND 10 amount of \$9,949,004.00 SPECIAL REVENUE FUND 20 in the amount of \$972,946.00 and DEBT SERVICE FUND 40 in the amount of \$86,894.00

FURTHER, be it resolved that \$2,996,899.00 should be raised for the GENERAL FUND and \$86,894.00 should be raised for the DEBT SERVICE FUND for the 2022-2023 school year.

FURTHER, be it resolved that the revenues for the 2022-2023 school year be adopted in the amounts of CURRENT EXPENSE FUND 10 in the amount of \$9,949,004.00 SPECIAL REVENUE FUND 20 in the amount of \$972,946.00 and DEBT SERVICE FUND 40 in the amount of \$86,894.00

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 \$4,452,104.00 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 2022-2023 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 2022-2023 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:	<u>\$3,000.00</u>
Public Relations:	<u>\$2,000.00</u> 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 2022-2023 budget includes a withdrawal of \$800,000.00 from Capital Reserve. The monies will be used to install HVAC upgrades throughout the Beverly School. This project is included in the District's Long Range Facility Plan and the project will be submitted to the School Facilities to get a project number.

BE IT FURTHER RESOLVED that the 2022-2023 budget includes a withdrawal of \$140,000.00 from the Tuition Reserve.

The public hearing was opened at 6:25 p.m. and closed at 6:25 p.m. There were no comments from the Board of Education Members or members of the public.



Roll Call

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

PERSONNEL:

10. Consent Agenda:

A motion was made by Barbara Kelly and seconded by Donato Marable 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 approve the Sub Caller List:

BE IT RESOLVED, that the Board of Education approve the Sub Caller List for the month of May 2022.

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 \$18.50 per hour.

D. 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
- Danielle Blythe – Teacher
- Scott Morrissey – Teacher
- Karen Spratt – Teacher
- Ashlee Sacarello – Paraprofessional
- Carrie Dougherty – Paraprofessional
- Marcy Field – RBT
- Kenya Marshall – RBT
- Poonam Lokanadham – Occupational Therapist
- Maureen Tornetta – Physical Therapist
- Deb McMire – Nurse

E. MOTION: BE IT RESOLVED, that the Board of Education approve the Summer Scholar Growth Academy funded by ARP ESSER: Summer Learning and Enrichment at the rate of \$40.00 per hour/teachers and \$18.00 per hour/paraprofessionals, four hours a day, four days a week, from July 5, 2022 through July 28, 2022 for the following staff:



Amy Hornbeck – Teacher
 Abigail Grenier – Teacher
 Kayla Costigan – Teacher
 Karen Spratt – Teacher
 Francesca DiMedio – Teacher
 Ron Vogelei – Teacher
 Glenn Dempster – Teacher
 Lois Harmon – Teacher
 Travis Knauss – Teacher
 Alana Schwoebel – Paraprofessional
 Natasha Carr – Paraprofessional

F. MOTION: BE IT RESOLVED, that the Board of Education approve the resignation of Carly Fanslau, Director of Pupil Services, effective April 28, 2022.

G. MOTION: BE IT RESOLVED, that the Board of Education approve the retirement of Sandy Coyne, Teacher, effective June 30, 2022.

H. MOTION: BE IT RESOLVED, that the Board of Education approve the summer planning hours through the ARP:ESSER grant for ten hours maximum at the rate of \$40.00 per hour for the following staff:

Amy Hornbeck
 Kathleen Kehlenbeck
 Abigail Grenier
 Kayla Costigan
 Karen Spratt
 Francesca DiMedio

Roll Call

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

CURRICULUM & INSTRUCTION:

11. Consent Agenda:

A motion was made by Barbara Kelly and seconded by Donato Marable 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 the Extended School Year Program beginning July 5, 2022 to July 28, 2022, PreK-8th grade, Monday through Thursday, 8:30 AM – 12:30 PM.

B. MOTION: BE IT RESOLVED, that the Board of Education approve the REVISED 2021-2022 school year calendar.

C. MOTION: BE IT RESOLVED, that the Board of Education approve the summer hours of Monday through Thursday, beginning the week of June 20, 2022 (first Friday off June 24th) and ending the week of August 29, 2022 (last Friday off September 2nd).

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

E. MOTION: BE IT RESOLVED, that the Board of Education approve the Computer Science and Design Thinking Curriculum.

Roll Call

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

12. Old Business –

- BPU Grant – Dr. Savage undated the Board of Education on the progress of the BPU Grant. He will be making a recommendation on an engineering/architectural professional at the net board meeting.

13. New Business –

- Keystone Engineering Group Proposal HVAC Project – Dr. Savage reviewed the proposal and noted he would be making a final recommendation at the next board of education meeting.

- Dumpster Enclosure Change Order – Dr. Savage received the change order for the dumpster enclosure. He is going to solicit additional quotes to present at a future meeting for approval.

14. Superintendent's Report:

A. Enrollment Report: 326 students

B. Attendance Report: 91%

C. Nurse's Report : included for review



D. 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.

E. Discipline Report:

Total Suspensions: 4

F. Drills:

- Shelter in Place – March 28, 2022 – 9:39 AM
- Fire Drill – April 13, 2022 – 2 minutes 24 seconds – 2:19 PM
- Lockdown Drill – April 26, 2022 – 9:39 AM

15. Correspondence

There was no correspondence for the month.

16. Board Comments

Mr. Thibault noted it was great to see construction happening at the school with regard to the modular building.

Mr. Wolbert was pleased to announce the Endeavor Emergency Squad will be starting officially out of its new location on May 1, 2022.

17. Public Comments

The open to the public comment portion of the meeting began at 6:42 p.m. and closed at 6:42 p.m.

There were no public comments.

18. Adjournment

A motion was made by Barbara Kelly and seconded by Donato Marable to adjourn the Board of Education Meeting at 6:43 p.m.



Roll Call

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