



BEVERLY CITY BOARD OF EDUCATION  
601 Bentley Avenue  
Beverly, New Jersey 08010

[www.beverlycityschool.org](http://www.beverlycityschool.org)

## REGULAR MEETING

Beverly City School  
November 16, 2016

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 on January 6, 2016. 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    | Absent  | Jean Wetherill  | Present |
| Mary Ellen Knudson | Absent  | Mary Wolbert    | Present |
| Ronald Murphy      | Absent  | Richard Wolbert | Present |
| Mary Smith-Jones   | Present |                 |         |

4. Mr. Richard Wolbert, Board President opened the meeting.

Ms. Giacobbe, Superintendent of Schools and Dr. Savage, Staff Accountant/Board Secretary were also present.

There were five (5) 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

The following students were recognized as Upstanders for the month. The two recipients are Jacob Smith and John Spencer.

Ms. Giacobbe also noted that there will be an additional new student recognition for a middle school students entitled Learner to Leader. This month's recipient is Kendrick Norton.

8. A motion was made by Jean Wetherill and seconded by Mary Smith-Jones to approve the minutes for the Regular meeting on October 19, 2016.

Roll Call

|                    |             |                 |             |
|--------------------|-------------|-----------------|-------------|
| Stacey Atkinson    | Absent      | Jean Wetherill  | Affirmative |
| Mary Ellen Knudson | Absent      | Mary Wolbert    | Abstained   |
| Ronald Murphy      | Absent      | Richard Wolbert | Affirmative |
| Mary Smith-Jones   | Affirmative |                 |             |



MONTHLY FINANCIALS/CONTRACTS:

9. Consent Agenda:

A motion was made by Mary Smith-Jones and seconded by Jean Wetherill to approve the following action items A through F, which were considered under consent agenda. There were no items requiring further discussion that were pulled from the consent agenda and acted upon separately.

A.MOTION: To accept the financial Report of the Secretary for the month ending September 2016: Balance on hand \$2,764,744.69

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 September 2016, 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

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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 September 2016, 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 September 2016.

C. MOTION: To approve to authorize the Business Administrator to make transfers within accounts for the month of September 2016.

D. MOTION: To approve the purchase orders in the amount of \$ 167,863.09 for the month of November 2016.

E. MOTION: To approve the bills list:



BE IT RESOLVED, that the Board of Education approve the bills totaling \$265,312.26 for the month of November 2016 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 October 15, 2016 in the amount of \$144,408.98 and for the pay period ending October 31, 2016 in the amount of \$143,324.46 in the total amount of \$287,733.44 for the month of October 2016.

Roll Call

|                    |             |                 |             |
|--------------------|-------------|-----------------|-------------|
| Stacey Atkinson    | Absent      | Jean Wetherill  | Affirmative |
| Mary Ellen Knudson | Absent      | Mary Wolbert    | Affirmative |
| Ronald Murphy      | Absent      | Richard Wolbert | Affirmative |
| Mary Smith-Jones   | Affirmative |                 |             |

FINANCIALS/CONTRACTS:

10. Consent Agenda:

A motion was made by Jean Wetherill and seconded by Mary Smith-Jones to approve the following action items A through D, which were considered under consent agenda. There were no items requiring further discussion that were pulled from the consent agenda and acted upon separately.

A.MOTION: To approve the following 2016-2017 school year tuition for out-of-district placement:

| School                  | # of Students | Cost        | Effective          | Comments | Total       |
|-------------------------|---------------|-------------|--------------------|----------|-------------|
| Moorestown Baker School | 1             | \$30,000.00 | 9/1/2016-6/30/2017 |          | \$30,000.00 |
| Moorestown Baker School | 1             | \$30,721.51 | 9/1/2016-6/30/2017 | 1:1 Aid  | \$30,721.51 |

B. MOTION: BE IT RESOLVED, that the Board of Education approve the transportation cost for the Rowan University Trip on November 15, 2016 provided by Laurel Bus in the amount of \$350.00.

C. MOTION: BE IT RESOLVED, that the Board of Education approve to renew the food service management contract for Nutri-Serve Food Management, Inc., this contract contains a break even clause for the 2016-2017 School Year.



D. MOTION: BE IT RESOLVED, that the Board of Education approve the 2016-2017 Basketball away game transportation costs provided by Eagle Wolfington:

- December 9<sup>th</sup> - \$295.11 per bus
- December 14<sup>th</sup> - \$273.48 per bus
- December 19<sup>th</sup> - \$273.48 per bus
- December 20<sup>th</sup> - \$273.48 per bus
- January 5<sup>th</sup> - \$306.00 per bus
- January 11<sup>th</sup> - \$360.00 per bus
- January 18<sup>th</sup> - \$284.29 per bus
- January 23<sup>rd</sup> - \$320.00 per bus

Roll Call

|                    |             |                 |             |
|--------------------|-------------|-----------------|-------------|
| Stacey Atkinson    | Absent      | Jean Wetherill  | Affirmative |
| Mary Ellen Knudson | Absent      | Mary Wolbert    | Affirmative |
| Ronald Murphy      | Absent      | Richard Wolbert | Affirmative |
| Mary Smith-Jones   | Affirmative |                 |             |

PERSONNEL:

11. Consent Agenda:

A motion was made by Mary Smith-Jones and seconded by Mary Wolbert to approve the following action items A through H, which were considered under consent agenda. There were no items requiring further discussion that were 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 December 2016.

B. MOTION: BE IT RESOLVED, that the Board of Education approve the resignation of Chelsey Fitzgerald, Paraprofessional effective November 23, 2016.

C. MOTION: BE IT RESOLVED, that the Board of Education approve the retirement of Queen Morgan, Paraprofessional effective December 1, 2016.

D. MOTION: BE IT RESOLVED, that the Board of Education approve the FMLA for Jodi Gottlieb, effective November 22, 2016 to January 3, 2017.

E. MOTION: BE IT RESOLVED, that the Board of Education approve the resignation of Calynn Rosano, Clerk Typist effective December 1, 2016.

F. MOTION: BE IT RESOLVED, that the Board of Education approve the resignation of Julia Velasquez, Paraprofessional effective November 30, 2016.



G. MOTION: BE IT RESOLVED, that the Board of Education approve the following staff as scorekeepers at the rate of \$22.00 per hour:

- Stefanie Borota
- Conor Dempster
- Karen Spratt – Substitute
- Lois Harmon – Substitute
- Charlene Singer – Substitute

H. MOTION: BE IT RESOLVED, that the Board of Education approve Lois Harman and Karen Spratt to provide upto 10 hours of home bound instruction at the rate of \$40 an hour.

Roll Call

|                    |             |                 |             |
|--------------------|-------------|-----------------|-------------|
| Stacey Atkinson    | Absent      | Jean Wetherill  | Affirmative |
| Mary Ellen Knudson | Absent      | Mary Wolbert    | Affirmative |
| Ronald Murphy      | Absent      | Richard Wolbert | Affirmative |
| Mary Smith-Jones   | Affirmative |                 |             |

#### CURRICULUM:

12. A motion was made by Jean Wetherill and seconded by Mary Smith-Jones; BE IT RESOLVED, that the Board of Education approve the submission of the QSAC Equivalency Application to the New Jersey Department of Education.

The application was reviewed with the Board of Education.

Roll Call

|                    |             |                 |             |
|--------------------|-------------|-----------------|-------------|
| Stacey Atkinson    | Absent      | Jean Wetherill  | Affirmative |
| Mary Ellen Knudson | Absent      | Mary Wolbert    | Affirmative |
| Ronald Murphy      | Absent      | Richard Wolbert | Affirmative |
| Mary Smith-Jones   | Affirmative |                 |             |

#### POLICIES:

13. A motion was made by Jean Wetherill and seconded by Mary Smith-Jones; BE IT RESOLVED, that the Board of Education approve the 2<sup>nd</sup> reading of policy 5756 Transgender Student.

The meeting was open to the public comment. There was no public comment.

Roll Call

|                    |             |                 |             |
|--------------------|-------------|-----------------|-------------|
| Stacey Atkinson    | Absent      | Jean Wetherill  | Affirmative |
| Mary Ellen Knudson | Absent      | Mary Wolbert    | Affirmative |
| Ronald Murphy      | Absent      | Richard Wolbert | Affirmative |
| Mary Smith-Jones   | Affirmative |                 |             |



PROFESSIONAL DEVELOPMENT:

14. A motion was made by Mary Smith-Jones and seconded by Jean Wetherill; BE IT RESOLVED, that the Board of Education approve the professional development for Elizabeth Giacobbe and Chelsea Light to attend the What You Need to Know About Trauma Informed Care on December 9, 2016, located at Westampton, NJ, there will be no cost to the district.

Roll Call

|                    |             |                 |             |
|--------------------|-------------|-----------------|-------------|
| Stacey Atkinson    | Absent      | Jean Wetherill  | Affirmative |
| Mary Ellen Knudson | Absent      | Mary Wolbert    | Affirmative |
| Ronald Murphy      | Absent      | Richard Wolbert | Affirmative |
| Mary Smith-Jones   | Affirmative |                 |             |

15. Old Business

There was no old business for the month.

16. New Business

Richard Wolbert reviewed the new concession stand proposal. There was also discussion about a tot lot playground that would be universally acceptable for all children. A grant possibility was also reviewed

17. Superintendent's Report

A. Enrollment Report: 305 students

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:

2 incidents reported: 0 were confirmed bullying, 2 determined to be non-HIB related or non-actionable HIB, and 0 inconclusive.



F. Drills:

- Shelter in Place – October 28, 2016 – 10:35 AM
- Fire Drill – November 2, 2016 – 2:16 PM – 2 minutes 5 seconds
- Shelter in Place – November 16, 2016 – 9:08 AM

18. Correspondence

Mrs. Giacobbe informed the Board of Education that she had received correspondence that Mr. McBride would be out on a medical leave from Palmyra.

19. Board Comments

There were no comments from the Board of Education.

20. Public Comments

The open to the public comment portion of the meeting began at 7:38 p.m. and closed at 7:38 p.m.

There were no comments from the public.

21. Adjournment

A motion was made by Mary Wolbert and seconded by Mary Smith-Jones to adjourn the Board of Education Meeting at 7:39 p.m.

Roll Call

|                    |             |                 |             |
|--------------------|-------------|-----------------|-------------|
| Stacey Atkinson    | Absent      | Jean Wetherill  | Affirmative |
| Mary Ellen Knudson | Absent      | Mary Wolbert    | Affirmative |
| Ronald Murphy      | Absent      | Richard Wolbert | Affirmative |
| Mary Smith-Jones   | Affirmative |                 |             |

Respectfully submitted:

Brian F. Savage

Brian F. Savage, Ed.D.

Staff Accountant/Board Secretary