



**BEVERLY CITY BOARD OF EDUCATION**

**601 Bentley Avenue**

**Beverly, New Jersey 08010**

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

**REGULAR MEETING**

**Beverly City School**

**7:00 PM**

**October 18, 2017**

**Beverly School Library**

**AGENDA**

**1. CALL TO ORDER**

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 4, 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.

2. Pledge of Allegiance

3. Roll Call

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

4. President opens meeting

5. Board Member Comments on the Agenda

6. Public Comment on Agenda Items Only

7. Student Recognition

8. MOTION: To approve the minutes for the Regular meeting on September 20, 2017.

Roll Call

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

MONTHLY FINANCIALS/CONTRACTS:

9. Consent Agenda:

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 August 2017: Balance on hand \$3,250,362.09

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 August 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 August 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 August 2017.

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

D. MOTION: To approve the purchase orders in the amount of \$506,891.95 for the month of October 2017.

E. MOTION: BE IT RESOLVED, that the Board of Education approve the bills totaling \$189,043.85 for the month of October 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 September 15, 2017 in the amount of \$144,429.55 and for the pay period ending September 30, 2017 in the amount of \$151,541.21 in the total amount of \$295,970.76 for the month of September 2017.

Roll Call

Stacey Atkinson

\_\_\_\_\_

Mary Smith-Jones

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K. Lee Dixon

\_\_\_\_\_

Mary Wolbert

\_\_\_\_\_

leigh Ann Esaia

\_\_\_\_\_

Richard Wolbert

\_\_\_\_\_

Barbara Kelly

\_\_\_\_\_

FINANCIALS/CONTRACTS:

10. Consent Agenda:

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: To approve the following 2017-2018 school year tuition for out-of-district placement:

School	# of Students	Cost	Effective	Comments	Total
BCSSSD	11	\$455,178.00	9/1/2017-6/30/2018		\$455,178.00
Middle Township	1	\$10,550.00	9/1/2017-6/30/2018	Homeless	\$10,550.00
Garfield Park Academy	1	\$53,188.20	9/1/2017-6/30/2018	Homeless	\$53,188.20

B. MOTION: BE IT RESOLVED, that the Board of Education approve the Blackboard Quote effective September 1, 2017 – June 30, 2018 in the amount of \$3,362.49 and for the 2017-2018 school year in the amount of \$750.00.

C. MOTION: BE IT RESOLVED, that the Board of Education approve to accept the CMP (Comprehensive Maintenance Plan), M-1, and Facilities Checklist for the 2017-2018 school year.

Roll Call

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

PERSONNEL:

11. Consent Agenda:

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 November 2017.



B. MOTION: BE IT RESOLVED, that the existing employment agreement between the Board of Education and Elizabeth Giacobbe be rescinded by mutual agreement;

Be It Further Resolved, that Elizabeth Giacobbe be appointed as Superintendent of Schools for the period July 1, 2017 through June 30, 2022, at an initial salary of \$155,850.00 (retro pay is for July 1, 2017 through August 31, 2017) for the 2017-2018 school year, which includes an additional administrative position increment for her service as principal, pursuant to terms of a written employment agreement approved by the Executive County Superintendent of Schools. This contract supercedes all previous contracts.

C. MOTION: BE IT RESOLVED, that the Board of Education approve Melanie Kranz as Girls' Basketball Coach stipend position for the 2017-2018 school year in the amount of \$2,284.00.

D. MOTION: BE IT RESOLVED, that the Board of Education approve Glenn Dempster as Boys' Basketball Coach stipend position for the 2017-2018 school year in the amount of \$2,284.00.

E. MOTION: BE IT RESOLVED, that the Board of Education approve Donna Butler and Karen Spratt as Yearbook Club stipend position for the 2017-2018 school year in the amount of \$38.11 per hour, per person Tier 4.

F. MOTION: BE IT RESOLVED, that the Board of Education approve Travis Knauss as Music Coordinator for the 2017-2018 school year in the amount of \$1,139.00.

G. MOTION: BE IT RESOLVED, that the Board of Education approve Karen Spratt, Lisa Scarperia, & Dorothy Foglio to conduct Homebound Instruction for 1 student, 10 hours a week, \$40.00 per hour (time to be split between the 3 teachers), retroactive, effective October 11, 2017.

H. MOTION: BE IT RESOLVED, that the Board of Education approve Dahlia Buividas revised resignation date, September 29, 2017.

I. MOTION: BE IT RESOLVED, that the Board of Education approve Meredith Lokan and Rachel Fox as Cursive Club stipend position for the 2017-2018 school year in the amount of \$38.11 per hour, per person Tier 4.

J. MOTION: BE IT RESOLVED, that the Board of Education approve Laurie Carty as Paraprofessional, Step #8, \$14.60 per hour, retroactive October 13, 2017.

K. MOTION: BE IT RESOLVED, that the Board of Education approve the FMLA for Caitlin Stone, effective April 23, 2018 to May 29, 2018.

Roll Call

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

CURRICULUM:

12. Consent Agenda:

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 NJQSAC Statement of Assurance for the 2017-2018 school year.

B. MOTION: BE IT RESOLVED, that the Board of Education approve the Nursing Services Plan for the 2017-2018 School Year.

C. MOTION: BE IT RESOLVED, that the Board of Education approve the purchase of Schoolnet, EdConnect-online benchmarking and data management system, in the amount of \$900.05.

D. MOTION: BE IT RESOLVED, that the Board of Education approve the acceptance of Title IV grant in the amount of \$10,000.00.

E. MOTION: BE IT RESOLVED, that the Board of Education approve the renewal of Discovery Education streaming service as a Social Studies and Science resource for the 2017-2018 school year in the amount of \$2,600.00.

Roll Call

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



PROFESSIONAL DEVELOPMENT:

13. Consent Agenda:

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 professional development for Lori Genovesi and Briana McGuckin to attend the Weaving NGSS Across the Curriculum workshop on October 25, 2017 at the Princeton Marriot Forrestal in the total amount of \$175.00.

B.MOTION: BE IT RESOLVED, that the Board of Education approve the professional development for Elizabeth Giacobbe to attend the NJ School Boards on October 26<sup>th</sup> & 27<sup>th</sup>, 2017.

C. MOTION: BE IT RESOLVED, that the Board of Education approve the professional development for Caitlin Stone to attend the Visualizing and Verbalizing for Language Comprehension and Thinking Workshop on March 22-23, 2018 in Plainsboro, NJ in the total amount of \$749.00.

D. MOTION: BE IT RESOLVED, that the Board of Education approve the professional development for Lisa DiPace, Peg Gunkel, and Briana McGuckin to attend the Special Education/Math Conference on December 6, 2017 in Monroe, NJ in the amount of \$179.00 each for the total amount of \$358.00.

E. MOTION: BE IT RESOLVED, that the Board of Education approve the professional development for Lori Genovesi to attend the Strategies and Structures for Teaching Reading and Writing workshop on October 26, 2017 in Philadelphia, PA in the total amount of \$249.00

Roll Call

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

14. Old Business

15. New Business

16. Superintendent's Report

A. Enrollment Report

B. Attendance Report

C. Nurse's Report

D. Discipline Report

E. H.I.B. Incidents:

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

F. Drills:

October 5, 2017 – Fire Drill – 3 minutes 12 seconds

October 13, 2017 – Shelter in Place – 1:32 PM

17. Correspondence – Riverside Letter & Assemblyman Troy Singleton

18. Board Comments

19. Public Comments

20. Adjournment





**BEVERLY CITY BOARD OF EDUCATION**

601 Bentley Avenue  
Beverly, New Jersey 08010

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

8

**REGULAR MEETING**

Beverly City School  
September 20, 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 January 4, 2017. A copy was also submitted to the Beverly Post Office.

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Richard Wolbert led the Pledge of Allegiance.



Roll Call

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

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

There were no members of the public present at the meeting.

4. President opens meeting

Mr. 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.

8. A motion was made by K Lee Dixon and seconded by Mary Smith-Jones to approve the minutes for the Regular meeting on August 16, 2017.

Roll Call

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

MONTHLY FINANCIALS/CONTRACTS:

8. Consent Agenda:

A motion was made by Mary Smith-Jones and seconded by Leigh Ann Esaia 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.







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 July 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.

C. MOTION: To accept the financial report of the Treasurer of School Monies ending June 2017.

D. MOTION: To accept the financial report of the Treasurer of School Monies ending July 2017.

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

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

G. MOTION: To approve the purchase orders in the amount of \$670,154.44 for the month of September 2017.

H. MOTION: To approve the bills list:

BE IT RESOLVED, that the Board of Education approve the bills totaling \$280,284.32 for the month of September 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.

I. MOTION: To approve the gross payroll wages for the pay period ending August 15, 2017 in the amount of \$41,341.23 and for the pay period ending August 31, 2017 in the amount of \$41,939.88 in the total amount of \$83,281.11 for the month of August 2017.

Roll Call

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

FINANCIALS/CONTRACTS:

9. Consent Agenda:



A motion was made by Leigh Ann Esaia and seconded by Mary Smith-Jones 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 following 2017-2018 school year tuition for out-of-district placement:

School	# of Students	Cost	Effective	Comments	Total
Brookfield	1	\$53,100.00	9/1/2017-6/30/2018		\$53,100.00
YALE	1	\$57,965.40	9/1/2017-6/30/2018		\$57,965.40

B. MOTION: BE IT RESOLVED, that the Board of Education approve the contract of Garden State Transport Renewal for the 2017-2018 school year to BCIT West in the total amount of \$30,964.43.

C. To approve the following:

WHEREAS, under the pursuant to N.J.S.A. 18A:18A-1, et seq., the Beverly City Board of Education has need for professional services to be rendered to it, and a need for financial and/or consultant services of a qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids

Legal Services

WHEREAS, funds are available for this purpose; and

WHEREAS, the public school contracts law N.J.S.A. 18A:1, et seq. requires that a Board of Education award contracts for the aforesaid services by Resolution adopted at a public meeting; NOW THEREFORE BE IT RESOLVED, by the Beverly City Board of Education that

The following appointment be made to render services indicated hereinafter from July 1, 2017 through June 30, 2018 unless such services are due to expire sooner pursuant to a written contract entered into heretofore, and each of the appointees representing a recognized profession, to wit:

Kenney, Gross & Kovats

D. To appoint Mr. Doug Kovats of Kenney, Gross & Kovats, as Labor Attorney, from July 1, 2017 through June 30, 2018, according to the terms of the executed contract.

E. To authorize the Board President to sign a letter of agreement and transmit same to the Labor Attorney



F. MOTION: To approve and ratify the three year agreement between the Board of Education of the Beverly City School District and the Beverly Education Association from July 1, 2017 through June 30, 2020, as ratified by the Beverly Education Association.

G. MOTION: BE IT RESOLVED, that the Board of Education approve the 2017-2018 Athletic Scheduling Fee in the amount of \$50.00.

H. MOTION: BE IT RESOLVED, that the Board of Education approve the Bus Evacuation Drill on October 6, 2017, 10:00 AM, bus provided by Laurel Bus, in the amount of \$150.00.

Roll Call

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

PERSONNEL:

10. Consent Agenda:

A motion was made by Mary Smith-Jones and seconded by K Lee Dixon to approve the following action items A through L 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 Sandy Coyne, Title I Math and ELA Instructor for the 2017-2018 school year in the amount of \$67,000.00 and \$18,760.00 in benefits. 79% of these funds are Title I.

B. MOTION: BE IT RESOLVED, that the Board of Education approve Lois Harmon, Title I ELA Instructor for the 2017-2018 school year in the amount of \$66,488.00 and \$18,617.00 in benefits. 100% of these funds are Title I.

C. MOTION: BE IT RESOLVED, that the Board of Education approve Donna Groves, Title I Math Instructor in the amount of \$3,027.00, and \$848.00 in benefits. 4% of these funds are Title I.

D. MOTION: BE IT RESOLVED, that the Board of Education approve Donna Butler, as Media Specialist/Librarian, BA +30, Step #3, per the negotiated agreement for the 2017-2018 school year, effective September 1, 2017.

E. MOTION: BE IT RESOLVED, that the Board of Education approve Abraham Ruiz, as Paraprofessional, Step #7, per the negotiated agreement for the 2017-2018 school year, effective September 15, 2017.

F. MOTION: BE IT RESOLVED, that the Board of Education approve the resignation of Annette Barnes, Paraprofessional, effective September 18, 2017.



G. MOTION: BE IT RESOLVED, that the Board of Education approve the resignation of Dahlia Buividas, Paraprofessional, effective October 10, 2017.

H. MOTION: BE IT RESOLVED, that the Board of Education approve Amy Penwell contract as School Library Support and Mentoring for the 2017-2018 school year in the amount of \$4,000.00.

I.MOTION: BE IT RESOLVED, that the Board of Education approve the following staff as General Detention teachers for the 2017-2018 School Year in the amount of \$22.00 per hour (on an as needed basis and a rotating schedule):

- Donna Groves
- Lisa DiPace
- Charlene Singer
- Dorothy Foglio
- Melanie Kranz
- Karen Spratt
- Kathy Tipton
- Glenn Dempster

J.MOTION: To approve the Sub Caller List:

BE IT RESOLVED, that the Board of Education approve the Sub Caller List for the month of October 2017.

K. MOTION: BE IT RESOLVED, that the existing employment agreement between the Board of Education and Elizabeth Giacobbe be rescinded by mutual agreement;

Be It Further Resolved, that Elizabeth Giacobbe be appointed as Superintendent of Schools for the period July 1, 2017 through June 30, 2022, at an initial salary of \$155,850.00 (retro pay is for July 1, 2017 through August 31, 2017) for the 2017-2018 school year, which includes an additional administrative position increment for her service as principal, pursuant to terms of a written employment agreement approved by the Executive County Superintendent of Schools. This contract supercedes all previous contracts.

L. MOTION: BE IT RESOLVED, that the Board of Education approve Zachary Reitter as Paraprofessional sub effective September 21, 2017.

Roll Call

Stacey Atkinson	Absent	Mary Smith-Jones	Present
K. Lee Dixon	Present	Mary Wolbert	Absent
Leigh Ann Esaia	Present, Abstain Motion K	Richard Wolbert	Present
Barbara Kelly	Absent		

CURRICULUM:

11. Consent Agenda:

A motion was made by K Lee Dixon and seconded by Leigh Ann Esaia 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: BE IT RESOLVED, that the Board of Education approve to accept the Title IA funds in the amount of \$174,740.00 allocated under the ESEA consolidated grant application for the fiscal year 2018.

B. MOTION: BE IT RESOLVED, that the Board of Education approve to accept the Title IIA funds in the amount of \$13,657.00 allocated under the ESEA consolidated grant application for the fiscal year 2018.

C.MOTION: BE IT RESOLVED, that the Board of Education approve the 2017-2018 Student-Family Handbook.

D.MOTION: BE IT RESOLVED, that the Board of Education approve the 2017-2018 Staff Handbook.

E. MOTION: BE IT RESOLVED, that the Board of Education approve the submission of the Title IV Part A grant in the amount of \$10,000.00 for the fiscal year 2018.

F. MOTION: BE IT RESOLVED, that the Board of Education approve the purchase of Coping Cat, a trauma, anxiety, and grief program, aiming to improve the mental health and coping skills of our students, in the amount of \$2,000.00, using Title IV funds.

G. MOTION: BE IT RESOLVED, that the Board of Education approve the contract for professional development with Schoolwide in the amount of \$5,100.00 (\$1,700.00/day) through Title II funds.

Roll Call

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



PROFESSIONAL DEVELOPMENT:

12. Consent Agenda:

A motion was made by Mary Smith-Jones and seconded by Leigh Ann Esaia 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 payment of the following teachers for Writer's Workshop professional development session held on August 30, 2017:

- Lori Genovesi
- Charlene Singer
- Briana McGuckin
- Anneliese McCloskey
- Tiffany Odom
- Peg Gunkel
- Lisa DiPace

B. MOTION: BE IT RESOLVED, that the Board of Education approve the payment of the following teachers for reading professional development sessions held during the summer at the rate of \$100.00 per day:

- Lori Genovesi
- Charlene Singer
- Briana McGuckin
- Anneliese McCloskey
- Tiffany Odom
- Cindy Arruda
- Brooke Vermes
- Stefanie Borota
- Nicole Vermes
- Rachel Fox
- Michelle Granville
- Meredith Lokan
- Peg Gunkel

Roll Call

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

13. Old Business

There was on old business for the month of September 2017.

14. New Business

There was on new business for the month of September 2017.

15. Superintendent's Report

A. Enrollment Report: 283

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.

F. Drills:

Fire Drill – September 11, 2017 – 3 minutes 45 seconds

Lockdown Drill – September 19, 2017 – 2:00 PM

16. Correspondence

There was no correspondence for the month of September 2017.

17. Board Comments

Mr. Wolbert and Ms. Giacobbe gave an overview of the presentation that was done in front of the New Jersey School Board of Education. The administration recently received an email asking if the Commissioner's Office could bring a group from the US Department of Education to see the great strides that have been made in Beverly personally. Ms. Giacobbe thanked the entire staff and noted that this has placed Beverly on the education map!

18. Public Comments

The open to the public comment portion of the meeting began at 7:28 p.m. and closed at 7:28 p.m.

There were no public comments.

19. Adjournment

A motion was made by K Lee Dixon and seconded by Mary Smith-Jones to adjourn the Board of Education Meeting at 7:29 p.m.

Roll Call

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

Respectfully submitted:

Brian F. Savage, Ed.D.  
Staff Accountant/Board Secretary



EXECUTIVE SESSION

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

Respectfully submitted:

Brian F. Savage, Ed.D.  
Staff Accountant/Board Secretary

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Beverly City Board of Education  
 General Fund - Fund 10  
 Interim Balance Sheet  
 For 2 Month Period Ending 08/31/2017

9A

\*\*\*\*\*  
 ASSETS AND RESOURCES  
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--- A S S E T S ---

101	Cash in bank		\$2,444,075.59
102-107	Cash and cash equivalents		\$500.00
116	Capital reserve Account		\$181,976.00
121	Tax levy receivable		\$2,345,863.00
	Accounts receivable:		
132	Interfund	\$365,303.23	
141	Intergovernmental - State	\$3,727,334.32	
143	Intergovernmental - Other	\$26,911.00	
			\$4,119,548.55

--- R E S O U R C E S ---

301	Estimated Revenues	\$6,580,225.00	
302	Less Revenues	(\$7,078,789.68)	
			(\$498,564.68)

Total assets and resources

\$8,593,398.46  
 \*\*\*\*\*

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Beverly City Board of Education  
 General Fund - Fund 10  
 Interim Balance Sheet  
 For 2 Month Period Ending 08/31/2017

\*\*\*\*\*  
 LIABILITIES AND FUND EQUITY  
 \*\*\*\*\*

--- LIABILITIES ---

Other current liabilities \$18,521.00

TOTAL LIABILITIES \$18,521.00

FUND BALANCE

--- Appropriated ---

753 Reserve for Encumbrances - Current Year \$4,639,270.98  
 Reserved fund balance:

760 Reserved Fund Balance \$392,738.95

601 Appropriations \$7,075,091.00

602 Less : Expenditures \$274,108.41

603 Encumbrances \$4,639,270.98 (\$4,913,379.39)

\$2,161,711.61

Total Appropriated \$7,193,721.54

--- Unappropriated ---

776 Unreserved Fund Balance - \$1,876,021.92

303 Budgeted Fund Balance (\$494,866.00)

TOTAL FUND BALANCE \$3,574,877.46

TOTAL LIABILITIES AND FUND EQUITY \$3,593,398.46

\*\*\*\*\*

Beverly City Board of Education  
 General Fund - Fund 10  
 Interim Balance Sheet  
 For 2 Month Period Ending 08/31/2017

RECAPITULATION OF FUND BALANCE:

	Budgeted	Actual	Variance
Appropriations	\$7,075,091.00	\$4,913,379.39	\$2,161,711.61
Revenues	(\$6,580,225.00)	(\$7,078,789.68)	\$498,564.68
	<u>\$494,866.00</u>	<u>(\$2,165,410.29)</u>	<u>\$2,660,276.29</u>
Less: Adjust for prior year encumb.	\$0.00	\$0.00	
Budgeted Fund Balance	<u>\$494,866.00</u>	<u>(\$2,165,410.29)</u>	<u>\$2,660,276.29</u>
-----			
Recapitulation of Budgeted Fund Balance by Subfund			
Fund 10 (includes 10, 11, 12, and 13)	\$494,866.00	(\$2,165,410.29)	\$2,660,276.29
Fund 18 (Restricted ED JOBS)	\$0.00	\$0.00	\$0.00
Fund 19 (Restricted FEMA Block Grants)	\$0.00	\$0.00	\$0.00
TOTAL Budgeted Fund Balance	<u>\$494,866.00</u>	<u>(\$2,165,410.29)</u>	<u>\$2,660,276.29</u>
-----			

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Beverly City Board of Education  
GENERAL FUND - FUND 10  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 2 Month Period Ending 03/31/2017

		BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***					
1XXX	From Local Sources	\$2,847,921.00	\$2,981,395.58		(\$133,474.59)
3XXX	From State Sources	\$3,732,304.00	\$4,093,002.00		(\$360,698.00)
4XXX	From Federal Sources		\$4,392.10		(\$4,392.10)
TOTAL REVENUE/SOURCES OF FUNDS		\$6,580,225.00	\$7,078,789.68		(\$498,564.68)
*** EXPENDITURES ***					
		APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
--- CURRENT EXPENSE ---					
11-1XX-100-XXX	Regular Programs - Instruction	\$1,565,590.00	(\$23,536.65)	\$1,485,003.06	\$104,123.59
11-2XX-100-XXX	Special Education - Instruction	\$336,648.00	\$30,061.50	\$301,786.50	\$4,800.00
11-230-100-XXX	Basic Skills - Remedial Instruction	\$64,603.00	\$100.00	\$64,503.00	\$0.00
11-240-100-XXX	Bilingual Education - Instruction	\$54,320.00	\$0.00	\$54,320.00	\$0.00
11-401-100-XXX	School-Spon. Cocurr. Acti-Instr	\$13,000.00	\$0.00	\$10,000.00	\$3,000.00
11-402-100-XXX	School-Spons. Athletics - Instruction	\$3,500.00	\$0.00	\$4,500.00	\$4,000.00
11-4XX-100-XXX	Other Instrc. Programs - Instruction	\$1.00	\$0.00	\$1.00	\$0.00
--- UNDISTRIBUTED EXPENDITURES ---					
11-000-100-XXX	Instruction	\$1,587,959.00	\$30,900.00	\$244,537.90	\$1,312,521.10
11-000-211-XXX	Attendance and Social Work Services	\$33,499.00	\$5,275.79	\$26,223.21	\$2,000.00
11-000-213-XXX	Health Services	\$138,539.00	\$3,761.26	\$132,310.34	\$2,467.40
11-000-216-XXX	Speech, OT,PT & Related Svcs	\$106,273.00	\$1,092.00	\$104,181.00	\$1,000.00
11-000-217-XXX	Other Support Serv - Students Extra Srvc	\$22,063.00	\$0.00	\$14,063.00	\$8,000.00
11-000-218-XXX	Guidance	\$19,900.00	\$1,166.67	\$15,233.33	\$3,500.00
11-000-219-XXX	Child Study Teams	\$378,607.00	\$9,865.42	\$233,161.58	\$135,580.00
11-000-221-XXX	Improv of Inst. - Instruc Staff	\$205,078.00	\$30,120.19	\$172,357.81	\$2,600.00
11-000-222-XXX	Educational Media Serv/School Library	\$4,920.00	\$0.00	\$0.00	\$4,920.00
11-000-223-XXX	Instructional Staff Training Services	\$9,000.00	\$2,599.00	\$3,000.00	\$3,401.00
11-000-230-XXX	Supp. Serv.-General Administration	\$219,404.00	\$35,686.25	\$135,731.38	\$47,986.37
11-000-240-XXX	Supp. Serv.-School Administration	\$22,450.00	\$2,800.01	\$16,382.64	\$3,267.35
11-000-25X-XXX	Central Serv & Admin. Inform. Tech.	\$202,287.00	\$29,482.98	\$142,941.95	\$29,862.07
11-000-261-XXX	Require Maint. for School Facilities	\$201,000.00	\$3,616.00	\$13,056.21	\$184,327.79
11-000-262-XXX	Custodial Services	\$377,211.00	\$32,901.89	\$213,496.37	\$130,912.75
11-000-270-XXX	Student Transportation Services	\$428,962.00	\$5,058.49	\$317,959.95	\$105,943.57
11-XXX-XXX-2XX	Allocated and Unallocated Benefits	\$1,068,382.00	\$70,362.63	\$934,520.75	\$63,498.62
TOTAL GENERAL CURRENT EXPENSE EXPENDITURES/USES OF FUNDS		\$7,058,195.00	\$271,213.41	\$4,639,275.98	\$2,157,711.51



REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Beverly City Board of Education  
 GENERAL FUND - FUND 10  
 INTERIM STATEMENTS COMPARING  
 BUDGET REVENUE WITH ACTUAL TO DATE AND  
 APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
 For 2 Month Period Ending 09/31/2017

*** EXPENDITURES - cont'd ***	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
*** CAPITAL OUTLAY ***				
12-XXX-XXX-73X Equipment	\$4,000.00	\$0.00	\$0.00	\$4,000.00
12-000-4XX-XXX Facilities acquisition & constr. serv.	\$2,895.00	\$2,895.00	.00	.00
TOTAL CAP OUTLAY EXPEND./USES OF FUNDS	\$6,895.00	\$2,895.00	\$0.00	\$4,000.00
TOTAL GENERAL FUND EXPENDITURES	\$7,075,091.00	\$274,108.41	\$4,639,270.98	\$2,161,711.61

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Beverly City Board of Education  
GENERAL FUND - FUND 10  
SCHEDULE OF REVENUES  
ACTUAL COMPARED WITH ESTIMATED  
For 2 Month Period Ending 08/31/2017

		ESTIMATED	ACTUAL	UNREALIZED
--- LOCAL SOURCES ---				
1210	Local Tax Levy	\$2,845,921.00	\$2,845,921.00	.00
1XXX	Miscellaneous	\$2,000.00	\$135,474.58	(\$133,474.58)
	TOTAL	\$2,847,921.00	\$2,981,395.58	(\$133,474.58)
-----				
--- STATE SOURCES ---				
3121	Categorical Transportation Aid		\$6,786.00	(\$6,786.00)
3131	Extraordinary Aid	\$10,000.00	\$10,000.00	.00
3176	Equalization	\$2,420,975.00	\$2,420,975.00	.00
3177	Categorical Security	\$87,320.00	\$87,320.00	.00
3178	Adjustment Aid	\$840,178.00	\$840,178.00	.00
3XXX	Other State Aids	\$373,831.00	\$727,743.00	(\$353,912.00)
	TOTAL	\$3,732,304.00	\$4,093,002.00	(\$360,698.00)
-----				
--- FEDERAL SOURCES ---				
4XXX	Other Federal Aids	\$0.00	\$4,392.10	(\$4,392.10)
	TOTAL	\$0.00	\$4,392.10	(\$4,392.10)
-----				
--- OTHER FINANCING SOURCES ---				
	TOTAL REVENUES/SOURCES OF FUNDS	\$6,580,225.00	\$7,078,789.68	(\$498,564.68)
-----				

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Beverly City Board of Education  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 2 Month Period Ending 09/31/2017

	Appropriations	Expenditures	Encumbrances	Available Balance
*** GENERAL CURRENT EXPENSE ***				
--- Regular Programs - Instruction ---				
11-110-100-101 Kindergarten - Salaries of Teachers	\$147,663.00	.00	\$147,663.00	.00
11-120-100-101 Grades 1-5 - Salaries of Teachers	\$659,465.00	\$250.00	\$659,215.00	.00
11-130-100-101 Grades 6-8 - Salaries of Teachers	\$357,732.00	.00	\$357,732.00	.00
--- Regular Programs - Home Instruction ---				
11-150-100-101 Salaries of Teachers	\$5,000.00	\$0.00	\$5,000.00	\$0.00
11-150-100-320 Purchased Prof.-Ed. Services	\$3,000.00	.00	.00	\$3,000.00
--- Regular Programs - Undistr. Instruction ---				
11-190-100-106 Other Salaries for Instruction	\$166,628.00	.00	\$166,628.00	.00
11-190-100-320 Purchased Prof.-Ed. Services	\$40,000.00	.00	.00	\$40,000.00
11-190-100-340 Purchased Technical Services	\$40,062.00	\$4,303.75	\$35,758.10	\$0.15
11-190-100-500 Other Purch. Serv. (400-500 series)	\$40,650.00	\$3,826.73	\$36,823.27	.00
11-190-100-610 General Supplies	\$78,000.00	(\$31,917.13)	\$59,238.01	\$50,679.12
11-190-100-640 Textbooks	\$21,390.00	.00	\$16,945.68	\$4,444.32
11-190-100-800 Other Objects	\$6,000.00	.00	.00	\$6,000.00
TOTAL	\$1,565,590.00	(\$23,536.65)	\$1,485,003.06	\$104,123.59
--- SPECIAL EDUCATION - INSTRUCTION ---				
Learning and/or Language Disabilities:				
11-204-100-101 Salaries of Teachers	\$117,291.00	\$23,311.50	\$93,979.50	\$0.00
11-204-100-106 Other Salaries for Instruction	\$35,000.00	\$6,750.00	\$28,250.00	.00
11-204-100-610 General Supplies	\$1,000.00	.00	.00	\$1,000.00
TOTAL	\$153,291.00	\$30,061.50	\$122,229.50	\$1,000.00
Resource Room/Resource Center:				
11-213-100-101 Salaries of Teachers	\$179,557.00	\$0.00	\$179,557.00	\$0.00
11-213-100-610 General supplies	\$3,800.00	.00	.00	\$3,800.00
TOTAL	\$183,357.00	\$0.00	\$179,557.00	\$3,800.00
TOTAL SPECIAL ED - INSTRUCTION				
--- Basic Skills/Remedial-Instruction ---	\$336,648.00	\$30,061.50	\$301,786.50	\$4,800.00
11-230-100-101 Salaries of Teachers	\$64,603.00	\$100.00	\$64,503.00	\$0.00
TOTAL	\$64,603.00	\$100.00	\$64,503.00	\$0.00
--- Bilingual Education-Instruction ---				
11-240-100-101 Salaries of Teachers	\$54,320.00	\$0.00	\$54,320.00	\$0.00
TOTAL	\$54,320.00	\$0.00	\$54,320.00	\$0.00
--- School spons.occursicricular activities-Instruction ---				
11-401-100-100 Salaries	\$10,000.00	.00	\$10,000.00	.00
11-401-100-500 Purchased Services (300-500 series)	\$3,000.00	.00	.00	\$3,000.00
TOTAL	\$13,000.00	\$0.00	\$10,000.00	\$3,000.00
--- School sponsored Athletics-Instruct. ---				
11-402-100-100 Salaries	\$4,500.00	.00	\$4,500.00	.00
11-402-100-500 Supplies and Materials	\$4,000.00	.00	.00	\$4,000.00

Beverly City Board of Education  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 2 Month Period Ending 08/31/2017

	Appropriations	Expenditures	Encumbrances	Available Balance
<b>TOTAL</b>	<b>\$8,500.00</b>	<b>\$0.00</b>	<b>\$4,500.00</b>	<b>\$4,000.00</b>
--- Other Instructional programs-Instruction ---				
11-403-100-100 Salaries	\$1.00	.00	\$1.00	.00
<b>TOTAL</b>	<b>\$1.00</b>	<b>\$0.00</b>	<b>\$1.00</b>	<b>\$0.00</b>
--- UNDISTRIBUTED EXPENDITURES ---				
--- Instruction ---				
11-000-100-561 Tuition to Other LEAs within State Regular	\$390,434.00	.00	.00	\$390,434.00
11-000-100-562 Tuition to Other LEAs within State Special	\$303,347.00	.00	.00	\$303,347.00
11-000-100-563 Tuition to Co.Voc.School Dist.-reg.	\$149,808.00	.00	\$125,894.00	\$23,914.00
11-000-100-565 Tuition to Co.Spec.Serv. & Reg. Day schls	\$585,734.00	\$30,900.00	.00	\$554,834.00
11-000-100-566 Tuition to Priv Sch for Disabl w/i State	\$123,171.00	.00	\$118,643.90	\$4,527.10
11-000-100-568 Tuition - State Facilities	\$35,465.00	.00	.00	\$35,465.00
<b>TOTAL</b>	<b>\$1,587,959.00</b>	<b>\$30,900.00</b>	<b>\$244,537.90</b>	<b>\$1,312,521.10</b>
--- Attendance and social work services ---				
11-000-211-100 Salaries	\$31,499.00	\$5,275.79	\$26,223.21	.00
11-000-211-300 Purchased Prof. & Tech. Svc.	\$2,000.00	.00	.00	\$2,000.00
<b>TOTAL</b>	<b>\$33,499.00</b>	<b>\$5,275.79</b>	<b>\$26,223.21</b>	<b>\$2,000.00</b>
--- Health services ---				
11-000-213-100 Salaries	\$75,539.00	\$1,842.51	\$73,696.49	.00
11-000-213-300 Purchased Prof. & Tech. Svc.	\$60,000.00	\$1,833.75	\$58,166.25	.00
11-000-213-600 Supplies and Materials	\$2,500.00	.00	\$447.60	\$2,052.40
11-000-213-800 Other Objects	\$500.00	\$85.00	.00	\$415.00
<b>TOTAL</b>	<b>\$138,539.00</b>	<b>\$3,761.26</b>	<b>\$132,310.34</b>	<b>\$2,467.40</b>
--- Speech, OT,PT & Related Svcs ---				
11-000-216-100 Salaries	\$74,273.00	.00	\$74,273.00	.00
11-000-216-320 Purchased Prof. Ed. Services	\$31,000.00	\$1,092.00	\$29,908.00	.00
11-000-216-600 Supplies and Materials	\$1,000.00	.00	.00	\$1,000.00
<b>TOTAL</b>	<b>\$106,273.00</b>	<b>\$1,092.00</b>	<b>\$104,181.00</b>	<b>\$1,000.00</b>
--- Other support services - Students - Extra Svcs				
11-000-217-100 Salaries	\$14,053.00	.00	\$14,053.00	.00
11-000-217-320 Purchased Prof. Ed. Services	\$8,000.00	.00	.00	\$8,000.00
<b>TOTAL</b>	<b>\$22,053.00</b>	<b>\$0.00</b>	<b>\$14,053.00</b>	<b>\$8,000.00</b>
--- Guidance ---				
11-000-218-105 Sal Secrs. & Clerical Asst.	\$16,450.00	\$1,166.67	\$15,283.33	.00
11-000-218-320 Purchased Prof. - Ed. Services	\$3,500.00	.00	.00	\$3,500.00
<b>TOTAL</b>	<b>\$19,950.00</b>	<b>\$1,166.67</b>	<b>\$15,283.33</b>	<b>\$3,500.00</b>
--- Child Study Teams ---				
11-000-219-104 Salaries Other Prof. Staff	\$228,024.00	\$6,089.32	\$214,935.68	\$7,000.00
11-000-219-105 Sal Secrs. & Clerical Asst.	\$22,003.00	\$3,777.10	\$18,225.90	.00
11-000-219-320 Purchased Prof. - Ed. Services	\$58,000.00	.00	.00	\$58,000.00

Beverly City Board of Education  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 2 Month Period Ending 08/31/2017

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-219-390 Other Purch. Prof. & Tech Svc.	\$66,000.00	.00	.00	\$66,000.00
11-000-219-600 Supplies and Materials	\$2,800.00	.00	.00	\$2,800.00
11-000-219-800 Other Objects	\$1,780.00	.00	.00	\$1,780.00
<b>TOTAL</b>	<b>\$378,607.00</b>	<b>\$9,865.42</b>	<b>\$233,161.58</b>	<b>\$135,580.00</b>
--- Improv. of Instr. Serv. ---				
11-000-221-102 Salaries Superv. of Instr.	\$185,978.00	\$26,743.55	\$159,234.45	.00
11-000-221-104 Salaries Other Prof. Staff	\$8,000.00	\$1,833.32	\$6,166.68	.00
11-000-221-105 Sal Secr. & Clerical Asst.	\$2,500.00	\$210.00	\$2,290.00	.00
11-000-221-11X Other Salaries	\$6,000.00	\$1,333.32	\$4,666.68	.00
11-000-221-600 Supplies and Materials	\$2,600.00	.00	.00	\$2,600.00
<b>TOTAL</b>	<b>\$205,078.00</b>	<b>\$30,120.19</b>	<b>\$172,357.81</b>	<b>\$2,600.00</b>
--- Educational media serv./sch.library ---				
11-000-222-300 Purchased Prof. & Tech Svc.	\$1,420.00	.00	.00	\$1,420.00
11-000-222-500 Other Purchased Services (400-500 series)	\$1,500.00	.00	.00	\$1,500.00
11-000-222-600 Supplies and Materials	\$1,000.00	.00	.00	\$1,000.00
11-000-222-800 Other Objects	\$1,000.00	.00	.00	\$1,000.00
<b>TOTAL</b>	<b>\$4,920.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,920.00</b>
--- Instructional Staff Training Services ---				
11-000-223-390 Other Purch. Prof. & Tech Svc.	\$1,000.00	.00	.00	\$1,000.00
11-000-223-500 Other Purchased Services (400-500 series)	\$8,000.00	\$2,599.00	\$3,000.00	\$2,401.00
<b>TOTAL</b>	<b>\$9,000.00</b>	<b>\$2,599.00</b>	<b>\$3,000.00</b>	<b>\$3,401.00</b>
--- Support services-general administration ---				
11-000-230-100 Salaries	\$145,404.00	\$20,690.96	\$124,713.04	\$0.00
11-000-230-331 Legal Services	\$27,000.00	\$600.00	\$3,765.00	\$22,635.00
11-000-230-332 Audit Fees	\$18,000.00	\$10,800.00	\$5,400.00	\$1,800.00
11-000-230-339 Other Purchased Prof. Svc.	\$4,000.00	.00	.00	\$4,000.00
11-000-230-340 Purchased Tech. Services	\$2,000.00	.00	.00	\$2,000.00
11-000-230-530 Communications/Telephone	\$3,000.00	\$828.00	\$580.88	\$1,591.12
11-000-230-585 BOE Other Purchased Prof. Svc.	\$1,000.00	.00	.00	\$1,000.00
11-000-230-590 Other Purchased Services	\$5,000.00	\$0.00	\$684.00	\$4,316.00
11-000-230-610 General Supplies	\$4,000.00	\$397.29	\$588.46	\$3,014.25
11-000-230-890 Misc. Expenditures	\$3,000.00	.00	.00	\$3,000.00
11-000-230-895 BOE Membership Dues and Fees	\$7,000.00	\$2,370.00	.00	\$4,630.00
<b>TOTAL</b>	<b>\$219,404.00</b>	<b>\$35,686.25</b>	<b>\$135,731.38</b>	<b>\$47,986.37</b>
--- Support services-school administration ---				
11-000-240-105 Sal Secr. & Clerical Asst.	\$19,450.00	\$2,300.01	\$16,149.99	.00
11-000-240-600 Supplies and Materials	\$3,500.00	.00	\$232.65	\$3,267.35
11-000-240-800 Other Objects	\$500.00	\$500.00	.00	.00
<b>TOTAL</b>	<b>\$22,450.00</b>	<b>\$2,800.01</b>	<b>\$16,382.64</b>	<b>\$3,267.35</b>
--- Central Services ---				
11-000-251-100 Salaries	\$170,087.00	\$29,308.62	\$141,773.39	.00
11-000-251-340 Purchased Technical Services	\$9,000.00	\$473.35	\$820.92	\$7,705.73

Beverly City Board of Education  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 2 Month Period Ending 08/31/2017

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-251-592 Misc Pur Serv (400-500 series)	\$4,000.00	.00	.00	\$4,000.00
11-000-251-600 Supplies and Materials	\$4,000.00	\$701.00	\$342.65	\$2,956.35
11-000-251-89X Other Objects	\$3,200.00	.00	.00	\$3,200.00
TOTAL	\$190,287.00	\$29,482.98	\$142,941.95	\$17,862.07
--- Admin. Info. Technology ---				
11-000-252-340 Purchased Technical Services	\$12,000.00	.00	.00	\$12,000.00
TOTAL	\$12,000.00	\$0.00	\$0.00	\$12,000.00
TOTAL Cent. Svcs. & Admin IT	\$202,287.00	\$29,482.98	\$142,941.95	\$29,862.07
--- Required Maint. for School Facilities ---				
11-000-261-420				
11-000-261-420 Cleaning, Repair & Maint. Svc.	\$166,000.00	\$3,616.00	\$6,567.97	\$155,816.03
11-000-261-610 General Supplies	\$35,000.00	.00	\$6,488.24	\$28,511.76
TOTAL	\$201,000.00	\$3,616.00	\$13,056.21	\$184,327.79
--- Custodial Services ---				
11-000-262-1XX Salaries	\$120,954.00	\$20,721.51	\$100,232.49	\$0.00
11-000-262-107 Salaries of Non-Instructional Aids	\$16,457.00	.00	\$16,457.00	.00
11-000-262-300 Purchased Prof. & Tech. Svc.	\$25,000.00	\$556.90	\$9,970.38	\$14,472.72
11-000-262-420 Cleaning, Repair & Maint. Svc.	\$43,500.00	\$5,736.96	\$28,707.04	\$8,056.00
11-000-262-441 Rental of Land & Bldgs Other Than Lease	\$7,200.00	\$141.00	\$423.00	\$6,636.00
11-000-262-490 Other Purchased Property Svc.	\$4,000.00	\$586.00	.00	\$3,414.00
11-000-262-520 Insurance	\$28,600.00	.00	.00	\$28,600.00
11-000-262-590 Misc. Purchased Services	\$7,000.00	.00	\$765.97	\$6,234.03
11-000-262-610 General Supplies	\$6,000.00	.00	.00	\$6,000.00
11-000-262-621 Energy (Natural Gas)	\$46,000.00	\$199.15	\$13,300.85	\$32,500.00
11-000-262-622 Energy (Electricity)	\$67,500.00	\$3,860.36	\$43,639.64	\$20,000.00
11-000-262-8XX Other Objects	\$5,000.00	\$0.00	\$0.00	\$5,000.00
TOTAL	\$377,211.00	\$32,801.88	\$213,496.37	\$130,912.75
TOTAL Oper & Maint of Plant Services	\$578,211.00	\$36,417.88	\$226,552.58	\$315,240.54
--- Student transportation services ---				
11-000-270-161 Sal Pupil Trans(Bet Home & Sch)-Sp Ed	\$15,027.00	\$2,529.24	\$12,497.76	.00
11-000-270-162 Sal Pupil Trans.Other than Bet Home & Sch	\$15,027.00	\$2,529.24	\$12,497.76	.00
11-000-270-511 Contract Svc (btw Home & Sch.)-vendors	\$40,499.00	.00	\$30,964.43	\$9,534.57
11-000-270-512 Contract Svc (other btw home & sch)-vndrs	\$10,000.00	.00	.00	\$10,000.00
11-000-270-513 Contract Svc (btw home & sch.) joint agree	\$12,000.00	.00	.00	\$12,000.00
11-000-270-514 Contract Svc (Sp Ed.)-vendors	\$20,000.00	.00	.00	\$20,000.00
11-000-270-515 Contract Svc (Sp Ed.)-joint agreements	\$16,000.00	.00	.00	\$16,000.00
11-000-270-517 Contract Svc (reg std) - ESCs	\$92,700.00	.00	\$92,500.00	\$700.00
11-000-270-518 Contract Svc (Sp Ed) - ESCs	\$173,000.00	.00	\$170,000.00	\$3,000.00
11-000-270-593 Contr Svc-Aid in Lieu Paymnts-Non Pub Sch	\$34,700.00	.00	.00	\$34,700.00
TOTAL	\$428,952.00	\$5,058.48	\$317,959.95	\$105,943.57
11-XXX-XXX-210 Group Insurance	\$33,501.00	.00	.00	\$33,501.00
11-XXX-XXX-220 Social Security Contributions	\$70,000.00	\$9,225.11	\$61,774.89	.00

Beverly City Board of Education  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 2 Month Period Ending 08/31/2017

	Appropriations	Expenditures	Encumbrances	Available Balance
11-XXX-XXX-241 Other Retirement Contrb. - PERS	\$55,423.00	\$186.00	\$55,223.00	\$14.00
11-XXX-XXX-242 Other Retirement Contrb. - ERIP	\$1,000.00	.00	.00	\$1,000.00
11-XXX-XXX-250 Unemployment Compensation	\$30,000.00	.00	\$30,000.00	.00
11-XXX-XXX-260 Workman's Compensation	\$45,195.00	.00	\$45,194.99	\$0.01
11-XXX-XXX-270 Health Benefits	\$771,663.00	\$61,815.83	\$707,867.27	\$1,979.90
11-XXX-XXX-280 Tuition Reimbursement	\$30,000.00	.00	\$2,996.29	\$27,003.71
11-XXX-XXX-290 Other Employee Benefits	\$31,600.00	\$135.69	\$31,464.31	.00
<b>TOTAL</b>	<b>\$1,068,382.00</b>	<b>\$70,362.63</b>	<b>\$934,520.75</b>	<b>\$63,498.62</b>
<b>Total Undistributed Expenditures</b>	<b>\$5,025,534.00</b>	<b>\$264,588.56</b>	<b>\$2,719,157.42</b>	<b>\$2,041,788.02</b>
<b>*** TOTAL CURRENT EXPENSE EXPENDITURES ***</b>	<b>\$7,068,196.00</b>	<b>\$271,213.41</b>	<b>\$4,639,270.98</b>	<b>\$2,157,711.61</b>
<b>*** TOTAL CURRENT EXPENSE EXPENDITURES &amp; TRANSFERS ***</b>	<b>\$7,068,196.00</b>	<b>\$271,213.41</b>	<b>\$4,639,270.98</b>	<b>\$2,157,711.61</b>

Beverly City Board of Education  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 2 Month Period Ending 06/31/2017

	Appropriations	Expenditures	Encumbrances	Available Balance
*** CAPITAL OUTLAY ***				
--- EQUIPMENT ---				
Undist. Exp. - Non-instructional Services				
12-000-300-730 Non-instructional services	\$4,000.00	.00	.00	\$4,000.00
TOTAL	\$4,000.00	\$0.00	\$0.00	\$4,000.00
--- Facilities acquisition and construction services ---				
12-000-400-721 Lease Purchase Agreements - Principal	\$2,895.00	\$2,895.00	.00	.00
Sub Total	\$2,895.00	\$2,895.00	\$0.00	\$0.00
TOTAL	\$2,895.00	\$2,895.00	\$0.00	\$0.00
TOTAL CAPITAL OUTLAY EXPENDITURES	\$6,895.00	\$2,895.00	\$0.00	\$4,000.00



Beverly City Board of Education  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 2 Month Period Ending 08/31/2017

	Appropriations	Expenditures	Encumbrances	Available Balance
*** EDUCATION JOBS FUND **				
*** FEMA COMMUNITY DEVELOPMENT BLOCK GRANT ***				
TOTAL GENERAL FUND EXPENDITURES	\$7,075,091.00	\$274,108.41	\$4,639,270.98	\$2,161,711.61

REPORT OF THE SECRETARY CERTIFICATION PAGE  
TO THE BOARD OF EDUCATION  
Beverly City Board of Education  
General Fund - Fund 10

For 2 Month Period Ending 08/31/2017

I, \_\_\_\_\_, Board Secretary/Business Administrator  
certify that no line item account has encumbrances and expenditures,  
which in total exceed the line item appropriation in violation of N.J.A.C. 5A:23A-16.10(c)3.

\_\_\_\_\_  
Board Secretary/Business Administrator

\_\_\_\_\_  
Date

All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE SECRETARY

---

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Beverly City Board of Education  
 School-Based Budget - Fund 15  
 Interim Balance Sheet  
 For 2 Month Period Ending 08/31/17

\*\*\*\*\*

ASSETS AND RESOURCES

\*\*\*\*\*

--- A S S E T S ---

--- R E S O U R C E S ---

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REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Beverly City Board of Education  
School-Based Budget - Fund 15  
Interim Balance Sheet  
For 2 Month Period Ending 08/31/17

-----  
LIABILITIES AND FUND EQUITY  
-----

FUND BALANCE  
-----

--- Appropriated ---

Reserved fund balance:

--- Unappropriated ---

-----  
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REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Beverly City Board of Education  
School-Based Budget - Fund 15  
Interim Balance Sheet  
For 2 Month Period Ending 08/31/17

\*\*\*\*\*  
LIABILITIES AND FUND EQUITY  
\*\*\*\*\*

RECAPITULATION OF FUND BALANCE:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Less: Adjust for prior year encumb.	\$0.00	\$0.00	



REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Beverly City Board of Education

School-Based Budget - FUND 15  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 2 Month Period Ending 08/31/17

	Appropriations	Expenditures	Encumbrances	Available Balance
*** APPROPRIATIONS ***				
--- SPECIAL EDUCATION - INSTRUCTION ---				
--- UNDISTRIBUTED EXPENDITURES ---				



REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Beverly City Board of Education  
School-Based Budget - Fund 15  
Interim Balance Sheet  
For 2 Month Period Ending 08/31/17

\*\*\*\*\*  
C A P I T A L O U T L A Y  
\*\*\*\*\*

Appropriations	Expenditures	Encumbrances	Available Balance
-----	-----	-----	-----
*****	*****	*****	*****

REPORT OF THE SECRETARY CERTIFICATION PAGE  
TO THE BOARD OF EDUCATION  
Beverly City Board of Education  
School-Based Budget - Fund 15

For 2 Month Period Ending 08/31/17

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which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.

\_\_\_\_\_  
Board Secretary/Business Administrator

\_\_\_\_\_  
Date

All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE SECRETARY

---



REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Beverly City Board of Education  
 Special Revenue Fund - Fund 20  
 Interim Balance Sheet  
 For 2 Month Period Ending 09/31/17

\*\*\*\*\*  
 ASSETS AND RESOURCES  
 \*\*\*\*\*

--- A S S E T S ---

101	Cash in bank	
	Accounts receivable:	\$31,863.92
141	Intergovernmental - State	\$597,067.10
142	Intergovernmental - Federal	\$129,735.98
143	Intergovernmental - Other	\$0.27
153,154	Other (net of estimated uncollectible of \$ ____)	(\$0.27)
		\$726,803.08

--- R E S O U R C E S ---

301	Estimated Revenues	\$510,468.00
302	Less Revenues	(\$252,385.00)
		\$258,083.00
	Total assets and resources	\$1,016,750.00
		*****

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Beverly City Board of Education  
 Special Revenue Fund - Fund 20  
 Interim Balance Sheet  
 For 2 Month Period Ending 08/31/17

\*\*\*\*\*  
 LIABILITIES AND FUND EQUITY  
 \*\*\*\*\*

--- LIABILITIES ---		
481	Deferred revenues	\$169,161.42
	Other current liabilities	\$339,320.58
	TOTAL LIABILITIES	<u>\$507,482.00</u>
		*****

FUND BALANCE

--- Appropriated ---

753	Reserve for encumbrances - Current Year		\$403,503.00
601	Appropriations		\$510,468.00
602	Less: Expenditures	\$1,200.00	
603	Encumbrances	\$403,503.00	(\$404,703.00)
			<u>\$105,765.00</u>
	TOTAL FUND BALANCE		\$509,268.00
	TOTAL LIABILITIES AND FUND EQUITY		<u>\$1,016,750.00</u>
			*****

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Beverly City Board of Education  
Special Revenue Fund - Fund 20  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 2 Month Period Ending 08/31/17

		BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***					
3XXX	From State Sources	\$252,385.00	\$252,385.00		.00
4XXX	From Federal Sources	\$258,083.00	.00		\$258,083.00
TOTAL REVENUE/SOURCES OF FUNDS		\$510,468.00	\$252,385.00		\$258,083.00
*** EXPENDITURES ***					
		APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
STATE PROJECTS:					
	Preschool Education Aid	\$252,385.00	.00	\$200,923.00	\$51,462.00
TOTAL STATE PROJECTS		\$252,385.00	\$0.00	\$200,923.00	\$51,462.00
FEDERAL PROJECTS:					
	NCLB Title I - Part A/D	\$141,118.00	.00	\$98,000.00	\$43,118.00
	I.D.E.A. Part B (Handicapped)	\$92,623.00	.00	\$92,623.00	.00
	NCLB Title II - Part A/D	\$24,342.00	\$1,200.00	\$11,957.00	\$11,185.00
TOTAL FEDERAL PROJECTS		\$258,083.00	\$1,200.00	\$202,580.00	\$54,303.00
*** TOTAL EXPENDITURES ***		\$510,468.00	\$1,200.00	\$403,503.00	\$105,765.00

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Beverly City Board of Education  
 SPECIAL REVENUE - FUND 20  
 SCHEDULE OF REVENUES  
 ACTUAL COMPARED WITH ESTIMATED  
 For 2 Month Period Ending 08/31/17

	ESTIMATED	ACTUAL	UNREALIZED
--- LOCAL SOURCES ---			
--- STATE SOURCES ---			
3218      Preschool Education Aid	\$252,385.00	\$252,385.00	.00
Total Revenue from State Sources	\$252,385.00	\$252,385.00	\$0.00
-----	-----	-----	-----
--- FEDERAL SOURCES ---			
4411-16    Title I	\$141,118.00	.00	\$141,118.00
4420-29    I.D.E.A. Part B (Handicapped)	\$92,623.00	.00	\$92,623.00
4XXX      Other Federal Aids	\$24,342.00	\$0.00	\$24,342.00
Total Revenues from Federal Sources	\$258,083.00	\$0.00	\$258,083.00
-----	-----	-----	-----
TOTAL REVENUES/SOURCES OF FUNDS	\$510,468.00	\$252,385.00	\$258,083.00
-----	-----	-----	-----

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Beverly City Board of Education  
 Special Revenue Fund - Fund 20  
 STATEMENT OF APPROPRIATIONS - RESTRICTED STATE ENTITLEMENTS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 2 Month Period Ending 08/31/17

	Appropriations	Expenditures	Encumbrances	Available Balance
State Projects:				
PRESCHOOL EDUCATION AID				
--- Preschool Education Aid - Instruction ---				
20-218-100-101 Salaries of Teachers	\$180,441.00	.00	\$180,441.00	.00
20-218-100-106 Other Sal. For Instruction	\$20,482.00	.00	\$20,482.00	.00
TOTAL Instruction	\$200,923.00	\$0.00	\$200,923.00	\$0.00
--- Preschool Education Aid - Support Services ---				
20-218-200-200 Personal Services - Employee Benefits	\$51,462.00	.00	.00	\$51,462.00
TOTAL Support Services	\$51,462.00	\$0.00	\$0.00	\$51,462.00
	*****	*****	*****	*****
TOTAL PRESCHOOL EDUCATION AID	\$252,385.00	\$0.00	\$200,923.00	\$51,462.00
Other State Projects:				
PRESCHOOL EXPANSION GRANT				
	*****	*****	*****	*****
	*****	*****	*****	*****
TOTAL OTHER STATE PROJECTS	\$252,385.00	\$0.00	\$200,923.00	\$51,462.00
20-XXX-XXX-XXX All Other State/Fed/Loc Projects	\$258,083.00	\$1,200.00	\$202,580.00	\$54,303.00
	*****	*****	*****	*****
TOTAL EXPENDITURE	\$510,468.00	\$1,200.00	\$403,503.00	\$105,765.00



REPORT OF THE SECRETARY CERTIFICATION PAGE  
TO THE BOARD OF EDUCATION  
Beverly City Board of Education

Special Revenue Fund - Fund 20  
For 2 Month Period Ending 08/31/17

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which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.

\_\_\_\_\_  
Board Secretary/Business Administrator

\_\_\_\_\_  
Date

All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE SECRETARY

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REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Beverly City Board of Education  
 Capital Projects Fund - Fund 30  
 Interim Balance Sheet  
 For 2 Month Period Ending 08/31/17

\*\*\*\*\*  
 ASSETS AND RESOURCES  
 \*\*\*\*\*

--- A S S E T S ---

101	Cash in bank	(\$233,861.56)
-----	--------------	----------------

--- R E S O U R C E S ---

Total assets and resources	_____ (\$233,861.56) *****
----------------------------	----------------------------------

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Beverly City Board of Education

Capital Projects Fund - Fund 30  
Interim Balance Sheet  
For 2 Month Period Ending 08/31/17

\*\*\*\*\*  
LIABILITIES AND FUND EQUITY  
\*\*\*\*\*

FUND BALANCE

--- Appropriated ---

--- Unappropriated ---

770

Fund balance

(\$233,861.56)

TOTAL FUND BALANCE

(\$233,861.56)

TOTAL LIABILITIES AND FUND EQUITY

(\$233,861.56)  
\*\*\*\*\*

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Beverly City Board of Education

Capital Projects Fund - Fund 30  
 INTERIM STATEMENTS COMPARING  
 BUDGET REVENUE WITH ACTUAL TO DATE AND  
 APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
 For 2 Month Period Ending 08/31/17

\*\*\* REVENUES/SOURCES OF FUNDS \*\*\*

BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
_____	_____	_____	_____
_____	_____	_____	_____
*****	*****	*****	*****

\*\*\* EXPENDITURES \*\*\*

APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
_____	_____	_____	_____
_____	_____	_____	_____
*****	*****	*****	*****

REPORT OF THE SECRETARY CERTIFICATION PAGE  
TO THE BOARD OF EDUCATION  
Beverly City Board of Education

Capital Projects Fund - Fund 30  
For 2 Month Period Ending 08/31/17

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\_\_\_\_\_  
Board Secretary/Business Administrator

\_\_\_\_\_  
Date

All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE SECRETARY

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REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Beverly City Board of Education  
 Debt Service Fund - Fund 40  
 Interim Balance Sheet  
 For 2 Month Period Ending 08/31/17

\*\*\*\*\*  
 ASSETS AND RESOURCES  
 \*\*\*\*\*

--- A S S E T S ---

101	Cash in bank		\$145,132.00
-----	--------------	--	--------------

--- R E S O U R C E S ---

301	Estimated Revenues	\$83,094.00	
			<u>\$83,094.00</u>

	Total assets and resources		<u>\$228,226.00</u>
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REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Beverly City Board of Education

Debt Service Fund - Fund 40  
 Interim Balance Sheet  
 For 2 Month Period Ending 08/31/17

\*\*\*\*\*  
 LIABILITIES AND FUND EQUITY  
 \*\*\*\*\*

FUND BALANCE

--- Appropriated ---

Reserved fund balance:

601 Appropriations	\$83,094.00	
		\$83,094.00
Total Appropriated		\$83,094.00
--- Unappropriated ---		
770 Fund Balance		\$145,132.00

TOTAL FUND BALANCE

TOTAL LIABILITIES AND FUND EQUITY

\$228,226.00

\$228,226.00

RECAPITULATION OF FUND BALANCE:

	Budgeted	Actual	Variance
Appropriations	\$83,094.00	\$0.00	\$83,094.00
Revenues	(\$83,094.00)	\$0.00	(\$83,094.00)
--- Change in Maint. / Capital reserve account ---			
Less: Adjust for prior year encumb.	\$0.00	\$0.00	

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Beverly City Board of Education

Debt Service Fund - Fund 40  
 INTERIM STATEMENTS COMPARING  
 BUDGET REVENUE WITH ACTUAL TO DATE AND  
 APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
 For 2 Month Period Ending 09/31/17

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***				
--- Local Sources ---				
1210 Local tax levy	\$83,094.00	.00		\$83,094.00
Total Local Sources	\$83,094.00	\$0.00		\$83,094.00
TOTAL REVENUE/SOURCES OF FUNDS	\$83,094.00	\$0.00		\$83,094.00

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Beverly City Board of Education

Debt Service Fund - Fund 40  
 INTERIM STATEMENTS COMPARING  
 BUDGET REVENUE WITH ACTUAL TO DATE AND  
 APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
 For 2 Month Period Ending 08/31/17

\*\*\* EXPENDITURES \*\*\*

--- Additional State School Bldg. Aid - Ch. 10 ---

40-703-510-830 Interest

40-703-510-910 Redemption of principal

TOTAL

TOTAL USES OF FUNDS BEFORE TRANSFERS

\*\*\* TOTAL USES OF FUNDS \*\*\*

	APPROPRIATIONS	EXPENDITURES/Enc.	AVAILABLE BALANCE
	\$23,094.00	.00	\$23,094.00
	\$60,000.00	.00	\$60,000.00
	<u>\$83,094.00</u>	<u>\$0.00</u>	<u>\$83,094.00</u>
	*****	*****	*****
	\$83,094.00	\$0.00	\$83,094.00
	*****	*****	*****
	\$83,094.00	\$0.00	\$83,094.00
	*****	*****	*****

REPORT OF THE SECRETARY CERTIFICATION PAGE  
TO THE BOARD OF EDUCATION  
Beverly City Board of Education  
Debt Service Fund - Fund 40

For 2 Month Period Ending 08/31/17

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which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-15.10(c)3.

\_\_\_\_\_  
Board Secretary/Administrator

\_\_\_\_\_  
Date

All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE SECRETARY

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## REPORT OF THE TREASURER TO THE BOARD OF EDUCATION

BEVERLY CITY SCHOOLS  
ALL FUNDS

9B

FOR THE MONTH ENDING: AUGUST 2017

CASH REPORT					
FUNDS		(1) Beginning Cash Balance REVISED	(2) Cash Receipts This Month	(3) Cash Disbursements This Month	(4) Ending Cash Balance
<b>GOVERNMENTAL FUNDS</b>					
1	General Fund - Fund 10	2,809,272.92	421,285.66	230,125.00	3,000,433.58
2		0.00			0.00
3	ED JOBS - Fund 18	-			-
4	Special Revenue Fund - Fund 20 (see page 2)	25,420.92		1,200.00	24,220.92
5	Capital Project Fund - Fund 30	16,060.42	1.36		16,061.78
6	Debt Service Fund - Fund 40	130,704.13			130,704.13
	Total Governmental Funds (Lines 1 thru 5)	2,981,458.39	421,287.02	231,325.00	3,171,420.41
<b>ENTERPRISE FUNDS</b>					
7					
10	Food Program Fund - Fund 60	35,129.27			35,129.27
8					-
9					-
11					-
12					-
	Total Operating Account	3,016,587.66	421,287.02	231,325.00	3,206,549.68
<b>TRUST AND AGENCY FUNDS</b>					
13					
14	Payroll	21,795.66	60,129.49	60,129.49	21,795.66
15	Payroll Agency - Fund 90	10,826.65	29,567.38	25,708.95	14,685.08
16	FSA account	277.74	25.03	50.00	252.77
17					
18	Other - School Activities	7,078.30	0.60		7,078.90
	Total Trust & Agency Funds (Lines 13 thru 15)	39,978.35	89,722.50	85,888.44	43,812.41
19					
	Total All Funds (Lines 6, 12, and 16)	3,056,566.01	511,009.52	317,213.44	3,250,362.09

*Pablo Canela*

Treasurer of School Moneys

10/1/2017

REPORT OF THE TREASURER TO THE BOARD OF EDUCATION

BEVERLY CITY SCHOOLS  
SPECIAL REVENUE FUND

FOR THE MONTH ENDING: AUGUST 2017

CASH REPORT					
SPECIAL REVENUE FUND		(1) Beginning Cash Balance	(2) Cash Receipts This Month	(3) Cash Disbursements this Month	(4) Ending Cash
1	Local Project	(420,813.99)			(420,813.99)
2	Early Childhood Program Aid	601,207.86			601,207.86
3	Preschool Education Aid	(54,487.83)			(54,487.83)
4	DEPA	10,752.22			10,752.22
	TARA	8,806.06			8,806.06
	Distance Learning Network Aid	3,508.00			3,508.00
	Character Education Aid	3,470.95			3,470.95
	Mentoring Aid	2,058.00			2,058.00
11	Other- State	7,643.00			7,643.00
12	P.L. 103-382 Title I & III	(48,465.49)			(48,465.49)
13	P.L. 103-382 Title II	(39,495.23)		1,200.00	(40,695.23)
14	P.L. 103-382 Title IV	(58,762.10)			(58,762.10)
15	P.L. 103-382 Title V	727.40			727.40
17	I.D.E.A. Part B (Handicapped)	(178,509.29)			(178,509.29)
18	P.L. 101-392 Vocational	-			-
19	P.L. 91-230 Adult Basic Education	-			-
20	Other -	187,781.36			187,781.36
		-			-
21	Total Special Revenues (Line 1 thru 20) (Must agree with line 3, page 1)	25,420.92	-	1,200.00	24,220.92



Form A - 149

Bank Reconciliation

Bank Name	Beneficial		Prepared by
Account number	General operating Acct		Date:
Statement Date	August 31, 2017		
Fund/Funds	10,,20,40,		
1	Balance per Bank		3,507,337.68
Reconciling Items			
Additions			
Deposits in transit			
	Date	Amount	
2a			
2b			
2c			
2d	Total D.I.T.'s		
2	Misc	2,349.07	
3	Total Additions		2,349.07
Deductions			
Outstanding Checks			
4	(attached list)	319,198.85	
5	Other (explain)	-	
6	Total Deductions		319,198.85
7	Net Reconciling Items		(316,849.78)
8	Adjusted Balance per Bank As of		August 31, 2017 3,190,487.90
9	Balance per Board Secretary's Records As of		8/31/2017 ** 2,838,179.78
Reconciling Items:			
Additions			
10	Interest Earned	-	
11	Other (Explain)		Pending journal entries
12	Total Additions		-
Deductions			
13	Bank Charges		
14	Other (Explain)	(352,308.12)	Pending journal entries
15	Total deductions		(352,308.12)
16	Net Reconciling items		352,308.12
17	Adjusted Board Secretary's Balance As of		August 31, 2017 3,190,487.90
<p>* Line 8 MUST EQUAL line 17.</p> <p>** If for general fund, special revenue fund, capital projects fund or debt service fund, must agree with amount per board secretary's report</p>			
Page 3a			

Form A - 149

Bank Reconciliation

Bank Name	Beneficial		Prepared by
Account number	REFERENDUM ACCT		Date:
Statement Date	August 31, 2017		
Fund/Funds	FUND 30		

  

1	Balance per Bank		16,061.78
	Reconciling Items		
	Additions		
	Deposits in transit		
	Date	Amount	
2a			
2b			
2c			
2d	Total D.I.T.'s		
2	Misc	-	
3	Total Additions		-
	Deductions		
	Outstanding Checks		
	(attached list)	-	
4	Other (explain)	-	
5	Other (explain)	-	
6	Total Deductions		-
7	Net Reconciling Items		-
8	Adjusted Balance per Bank As of	August 31, 2017	16,061.78

  

9	Balance per Board Secretary's Records As of	8/31/2017	**(233,861.56)
	Reconciling Items:		
	Additions		
10	Interest Earned	-	
11	Other (Explain)	249,923.34	Pending journal entries
12	Total Additions		249,923.34
	Deductions		
13	Bank Charges		
14	Other (Explain)		Pending journal entries
15	Total deductions		-
16	Net Reconciling items		249,923.34
17	Adjusted Board Secretary's Balance As of	August 31, 2017	16,061.78

\* Line 8 MUST EQUAL line 17.

\*\* If for general fund, special revenue fund, capital projects fund or debt service fund, must agree with amount per board secretary's report

Page 3a.1

Form A - 149

Bank Reconciliation

Bank Name	Beneficial	Prepared by
Account number	2400000357	Date
Statement Date	August 31, 2017	
Fund/Funds	Net Payroll	

1	Balance per Bank					28,932.86
	Reconciling Items					
	Additions					
	Deposits in transit					
	Date					
	Amount					
2a						
2b						
2c	Misc					
2d	Misc					
2	Misc					
3	Total Additions				-	
	Deductions					
	Outstanding Checks					
	(attached list)				7,137.20	
4						
5	Other (explain)					
6	Total Deductions				7,137.20	
7	Net Reconciling Items					(7,137.20)
8	Adjusted Balance per Bank As of		August 31, 2017			21,795.66
9	Balance per Board Secretary's Records As of			**		-
	Reconciling Items:					
	Additions					
10	Interest Earned					
11	Other (Explain)					
12	Total Additions				-	
	Deductions					
13	Bank Charges					
14	Other (Explain)					
15	Total deductions				-	
16	Net Reconciling items					-
17	Adjusted Board Secretary's Balance As of			*		-

\* Line 8 MUST EQUAL line 17.  
 \*\* If for general fund, special revenue fund, capital projects fund or debt service fund, must agree with amount per board secretary's report

Form A - 149

Bank Reconciliation

Bank Name	Beneficial		Prepared by
Account number	6101433275		Date:
Statement Date	August 31, 2017		
Fund/Funds	Payroll Agency (90)		

  

1	Balance per Bank		17,174.01
	Reconciling Items		
	Additions		
	Deposits in transit		
	Date	Amount	
2a			
2b			
2c			
2d			
2	MISC	-	
3	Total Additions		-
	Deductions		
	Outstanding Checks		
	(attached list)	2,488.93	
4			
5	Other (prior period voids)	-	
6	Total Deductions		2,488.93
7	Net Reconciling Items		(2,488.93)
8	Adjusted Balance per Bank As of	August 31, 2017	14,685.08
9	Balance per Board Secretary's Records As of		**
	Reconciling Items:		
	Additions		
10	Interest Earned		
11	Other (Explain)		
12	Total Additions		-
	Deductions		
13	Bank Charges		
14	Other (Explain)		
15	Total deductions		-
16	Net Reconciling items		-
17	Adjusted Board Secretary's Balance As of		*

\* Line 8 MUST EQUAL line 17.

\*\* If for general fund, special revenue fund, capital projects fund or debt service fund, must agree with amount per board secretary's report

Page 3d

Form A - 149

Bank Reconciliation

Bank Name		Beneficial		Prepared by		
Account number		2400000340		Date:		
Statement Date		August 31, 2017				
Fund/Funds		School Activities				
1	Balance per Bank				7,078.90	
Reconciling Items						
Additions						
Deposits in transit						
	Date	Amount				
2a						
2b						
2c						
2d						
2	total D.I.T.'s					
3	Total Additions					
Deductions						
Outstanding Checks						
4	(attached list)		0.00			
5	Other - due current fund		0.00			
6	Total Deductions		0.00			
7	Net Reconciling Items				0.00	
8	Adjusted Balance per Bank As of			August 31, 2017	7,078.90	
<b>See Page 3d for Summary</b>						
9	Balance per Board Secretary's Records As of				**	
Reconciling Items:						
Additions						
10	Interest Earned					
11	Other (Explain)					
12	Total Additions		-			
Deductions						
13	Bank Charges					
14	Other (Explain)					
15	Total deductions		-			
16	Net Reconciling items				-	
17	Adjusted Board Secretary's Balance As of				* -	
<p>* Line 8 MUST EQUAL line 17.</p> <p>** If for general fund, special revenue fund, capital projects fund or debt service fund, must agree with amount per board secretary's report</p>						
Page 3h-e						

Form A - 149

Bank Reconciliation

Bank Name	Beneficial	Prepared by
Account number	9500064390	Date:
Statement Date	August 31, 2017	
Fund/Funds	FSA account	

1	Balance per Bank					252.77
	Reconciling Items					
	Additions					
	Deposits in transit					
	Date					
	Amount					
2a						
2b						
2c						
2d						
2	total D.I.T.'s					
3	Total Additions					
	Deductions					
	Outstanding Checks					
	(attached list)			0.00		
4						
5	Other - due current fund			0.00		
6	Total Deductions			0.00		
7	Net Reconciling Items					0.00
8	Adjusted Balance per Bank As of		August 31, 2017			252.77

See Page 3d for Summary

9	Balance per Board Secretary's Records As of					**
	Reconciling Items:					
	Additions					
	Interest Earned					
10						
11	Other (Explain)					
12	Total Additions			-		
	Deductions					
	Bank Charges					
13						
14	Other (Explain)					
15	Total deductions			-		
16	Net Reconciling items					-
17	Adjusted Board Secretary's Balance As of					*

\* Line 8 MUST EQUAL line 17.  
 \*\* If for general fund, special revenue fund, capital projects fund or debt service fund, must agree with amount per board secretary's report

BEVERLY CITY SCHOOLS  
ANALYSIS OF RECONCILING ITEMS  
As of 8-31-2017

**FUND-10**

cash per Board Secretary's Report ( Fund 10,16,17)

2,626,051.59

**NEEDED GENERAL LEDGER ADJUSTMENTS:**

**Prior year diff 6-30-16**

July - June serv charges

380,136.63

(641.75)

Payroll posting/transfers

(135.69)

7-5-17 wire not posted

(4,977.20)

**Interfund  
3-23-17**

July- Dec fund 30 payrolls  
transferred to fund 30 payrolls

BCSSD and Nj comm blind

fund 30 acct check

374,381.99

cash per Treasurer school monies report

3,000,433.58

<b>FUND 20</b>	<b>20</b>		
<b>cash per Board Secretary's Report</b>		<u>-</u>	<u><u>31,863.92</u></u>
<b>NEEDED GENERAL LEDGER ADJUSTMENTS:</b>			
ADJ-YTDRec- to be revesed it s/b def revenue		(7,643.00)	
			<u><u>(7,643.00)</u></u>
<b>cash per Treasurer school monies report</b>			<b>24,220.92</b>



**FUND 30**

cash per Board Secretary's Report

(233,861.56)

**NEEDED GENERAL LEDGER ADJUSTMENTS:**

Prior year diff 6-30-16

249,920.57

Due to current fund -payroll charges

Due to current fund disb adj

trnsfer from general fund

fund 30 acct check

Interest

2.77

.

249,923.34

cash per Treasurer school monies report

16,061.78

**FUND 40**

cash per Board Secretary's Report

\_\_\_\_\_

145,132.00

**NEEDED GENERAL LEDGER ADJUSTMENTS:**

debt servi payment no recored

(14,427.87)

(14,427.87)

cash per Treasurer school monies report

130,704.13

MISC  
FUND 60  
cash per Balance Sheet.

35,132.27

NEEDED GENERAL LEDGER ADJUSTMENTS:

misc adj (3.00)

(3.00)

cash per Treasurer school monies report

35,129.27

BEVERLY CITY SCHOOLS  
OUTSTANDING CHECK LIST

8/31/2017

CHECK #	AMOUNT	CHECK #	AMOUNT	CHECK #	AMOUNT
---------	--------	---------	--------	---------	--------

OPERATING ACCOUNT

PAGE 1

16502	34.65
17961	867.83
18116	1,605.20
18815	7.50
18870	180.00
19035	600.00
19086	437.50
19652	12.40
19653	14.20
21136	391.68
21843	
21845	32,981.00
22440	70.51
22561	279.99
22566	395.00
22576	46,510.28
22577	494.00
22578	5,800.64
22583	176,142.47
22596	11,720.00
22597	1,530.00
22605	36,399.00
22642	600.00
22655	2,125.00

319,198.85

-

-

BEVERLY CITY SCHOOLS  
OUTSTANDING CHECK LIST

8/31/2017

CHECK #	AMOUNT	CHECK #	AMOUNT	CHECK #	AMOUNT
---------	--------	---------	--------	---------	--------

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-  
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TOTAL OPERATING ACCT OS	<u>319,198.85</u>
-------------------------	-------------------

BEG BAL OS CKS	338,611.20
ISSUED	81,322.09
CASHED	(100,734.44)
void	
	<u>319,198.85</u>

-

BEVERLY CITY SCHOOLS  
 OUSTANDING CHECK LIST

8/31/2017

CHECK #	AMOUNT	CHECK #	AMOUNT	CHECK #	AMOUNT
---------	--------	---------	--------	---------	--------

202822	182.23				
205215	167.61				

--	--	--	--	--	--

206123	984.06				
206225	539.01				
207363	128.39				
209414	1,470.75				
211739	85.80				

212824	5.27				
214204	87.25				
214205	198.20				

215965	431.94				
215993	263.26				

215874	1,640.20				
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216027	392.58				
216060	560.65				

<u>7,137.20</u>					
-----------------	--	--	--	--	--

<u>-</u>					
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<u>-</u>					
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TOTAL O/S CHECKS -PAYROLL ACCT

<u>7,137.20</u>					
-----------------	--	--	--	--	--

BEG BAL OS CKS

	6,183.97
ISSUED	5,586.15
CASHED	(4,632.92)

<u>7,137.20</u>					
-----------------	--	--	--	--	--

void in prev month

-

BEVERLY CITY SCHOOLS  
OUTSTANDING CHECK LIST

8/31/2017

CHECK #	AMOUNT	CHECK #	AMOUNT	CHECK #	AMOUNT
---------	--------	---------	--------	---------	--------

PAYROLL AGENCY

10539	14.20				
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11403	700.00				
-------	--------	--	--	--	--

11404	1,315.28				
-------	----------	--	--	--	--

11405	75.00				
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11406	384.45				
-------	--------	--	--	--	--

2,488.93

BEG BAL OS CKS	2,390.55
ISSUED	3,174.73
CASHED	(3,076.35)
void	
	<u>2,488.93</u>

-

BEVERLY CITY SCHOOLS  
OUTSTANDING CHECK LIST

8/31/2017

CHECK #	AMOUNT	CHECK #	AMOUNT	CHECK #	AMOUNT
<u>FUND 30 REFERENDUM ACCOUNT</u>					

18

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ -

BEG BAL OS CKS	500.00
ISSUED	
CASHED	(500.00)
void	
	_____ -
	_____ -



# Beverly City Board of Education Monthly Transfer Report

2\_s1701  
3/16/2017

Budget Category	Accounts	Original Budget	Revenues Allowed + Pr Yr Reserve	Orig + Rvnues Allowed + Pr Yr Reserve	Maximum Transfer Out Allowed	YTD Net Transfers	% change of Transfers	Remaining Transfers Out Allowed	Account Balance
Regular Programs	11-1XX-100-XXX	1,603,488.00	0.00	1,603,488.00	160,348.80	( 37,898.00)	-2.36	122,450.80	104,123.59
	12-1XX-100-XXX								
	13-1XX-100-XXX								
	15-1XX-100-XXX								
	18-1XX-100-XXX								
Special Education, Basic Skills/Remedial	1X-2XX-100-XXX	548,905.00	0.00	548,905.00	54,890.50	35,002.00	6.38	89,892.50	13,800.00
and Bilingual Instruction and Speech/OT/PT	1X-000-216-XXX								
nd Ex	1X-000-217-XXX								
ocational Programs-Local	1X-3XX-100-XXX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
chool-Spon. Co/Extra-Curr Activities,	11-4XX-100-XXX	21,500.00	0.00	21,500.00	2,150.00	1.00	0.00	2,151.00	7,000.00
chool Sponsored Athletics, and Other	11-4XX-200-XXX								
istructions	12-4XX-100-XXX								
	15-4XX-100-XXX								
	15-4XX-200-XXX								
ommunity Services Programs/Operations	1X-800-330-XXX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>NDISTRIBUTED EXPENDITURES</b>		<b>2,173,893.00</b>	<b>0.00</b>	<b>2,173,893.00</b>					<b>124,923.59</b>
ducation	11-000-100-XXX	1,644,959.00	0.00	1,644,959.00	164,495.90	( 57,000.00)	-3.47	107,495.90	1,312,521.10
	16-000-100-XXX								
	17-000-100-XXX								
	18-000-100-XXX								
tendance and Social Work, Health,	1X-000-211-XXX	518,465.00	0.00	518,465.00	51,846.50	57,000.00	10.99	108,846.50	148,467.40
uidance, Child Study Teams, Education	1X-000-213-XXX								
edia Services/	1X-000-218-XXX								
	1X-000-219-XXX								
	1X-000-222-XXX								
mprovement of Instruction Services and	1X-000-221-XXX	214,078.00	0.00	214,078.00	21,407.80	0.00	0.00	21,407.80	6,001.00
istritional Staff Training Services	1X-000-223-XXX								
eneral Administration	1X-000-230-XXX	219,404.00	0.00	219,404.00	21,940.40	0.00	0.00	21,940.40	47,986.37
chool Administration	1X-000-240-XXX	22,450.00	0.00	22,450.00	2,245.00	0.00	0.00	2,245.00	3,267.35
entral Services & Administrative	1X-000-25X-XXX	202,287.00	0.00	202,287.00	20,228.70	0.00	0.00	20,228.70	29,862.07
formation Technology									
peration and Maintenance of Plant	1X-000-26X-XXX	604,011.00	0.00	604,011.00	60,401.10	( 25,800.00)	-4.27	34,601.10	315,240.54
ervices									
tudent Transportation Services	1X-000-270-XXX	475,962.00	0.00	475,962.00	47,596.20	( 47,000.00)	-9.87	596.20	105,943.57

# Beverly City Board of Education Monthly Transfer Report

3\_s1701  
9/16/2017

Account Category	Accounts	Original Budget	Revenues Allowed + Pr Yr Reserve	Orig + Rvnues Allowed + Pr Yr Reserve	Maximum Transfer Out Allowed	YTD Net Transfers	% change of Transfers	Remaining Transfers Out Allowed	Account Balance
Personal Services-Employee Benefits	1X-XXX-XXX-2XX	995,582.00	0.00	995,582.00	99,558.20	72,800.00	7.31	172,358.20	63,498.62
Food Services	11-000-310-XXX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfer Property Sale Proceedes to Debt Service Reserve	11-000-520-934	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfer from General Fund Surplus to Debt Service Fund to Repay CDL	11-000-520-936	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>OTAL GENERAL CURRENT EXPENSE</b>		<b>4,897,198.00</b>	<b>0.00</b>	<b>4,897,198.00</b>					<b>2,032,788.02</b>
Equipment	12-XXX-XXX-73X 15-XXX-XXX-73X	4,000.00	0.00	4,000.00	400.00	0.00	0.00	400.00	4,000.00
Facilities Acquisition and Construction Services	12-000-4XX-XXX	0.00	0.00	0.00	0.00	2,895.00	0.00	2,895.00	0.00
Capital Reserve-Transfer to Capital Expend Fund	12-000-4XX-931	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Capital Reserve-Transfer to Repayment of Debt	12-000-4XX-933	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>OTAL CAPITAL EXPENDITURES</b>		<b>4,000.00</b>	<b>0.00</b>	<b>4,000.00</b>					<b>4,000.00</b>
Transfer of Funds to Charter Schools	13-XXX-XXX-XXX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
General Fund Contribution to School Based Budgets	10-000-100-56X 10-000-520-930	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>OPERATING BUDGET GRAND TOTAL</b>		<b>7,075,091.00</b>	<b>0.00</b>	<b>7,075,091.00</b>					<b>2,161,711.61</b>

\_\_\_\_\_  
School Business Administrator Signature

\_\_\_\_\_  
Date

# Beverly City Board of Education Expense Account Adjustment Analysis By Account#

Current Cycle : August

\_exaa1.082406  
V16/2017

Account #	Account Description	Description	Adj #	Date	User	Old Amount	Adjustment	New Balance
<b>Current Appropriation Adjustments</b>								
1-000-291-210-	GROUP INSURANCE	bt - august	000003	08/16/2017	BSAVAGE	\$43,696.00	(\$10,195.00)	\$33,501.00
1-000-291-250-	UNEMPLOYMENT COMPENSATIO	bt - august	000003	08/16/2017	BSAVAGE	\$30,000.00	\$10,195.00	\$40,195.00
		bt august	000004	08/16/2017	BSAVAGE	\$40,195.00	(\$10,195.00)	\$30,000.00
			Total For Account # 11-000-291-250-				\$0.00	
1-000-291-260-	WORKERS' COMP.	bt august	000004	08/16/2017	BSAVAGE	\$35,000.00	\$10,195.00	\$45,195.00
1-190-100-340-	PURCHASED TECH SVC	bt - august	000003	08/16/2017	BSAVAGE	\$40,000.00	\$62.00	\$40,062.00
1-190-100-640-	TEXTBOOKS INSTRUCTION	bt - august	000003	08/16/2017	BSAVAGE	\$21,452.00	(\$62.00)	\$21,390.00
J-910-310-420-	FOOD SERV EQP REPAIR	setup food service	000005	08/16/2017	BSAVAGE	\$0.00	\$10,000.00	\$10,000.00
J-910-310-500-	FOOD SERVICE COSTS	setup food service	000005	08/16/2017	BSAVAGE	\$0.00	\$147,100.00	\$147,100.00
J-910-310-610-	FOOD SERVICE SUPPLIES	setup food service	000005	08/16/2017	BSAVAGE	\$0.00	\$2,900.00	\$2,900.00

**Total Current Appr.**

**\$160,000.00**



# Beverly City Board of Education Entered Purchase Order Report By PO Number

9D

Approval Status Legend: IR=InComplete Requisition, CR=Completed Requisition, EP= Entered PO

IR#	Control#	Vendor#/Name	Account #	Description	Date	Entered By	Approval Status	PO Amount
00210		2673/BLICK ART MATERIALS	11-190-100-610-	GENERAL SUPPLIES INSTRUC	10/18/17	1 DBRYSONRE CR-		2,471.00

**Report Totals**

Current Entered	\$2,471.00
Prior Entered	\$0.00
<b>Total Entered</b>	<b>\$2,471.00</b>

# Beverly City Board of Education

## One (1) Fully Approved Requisition converted into an Entered Purchase Order.

a\_areq1  
20514  
9/20/2017

---

eq#	PO#	Req. by	Vendor	Ship	Attention	Total Price
1-00210	18-00210	DBRYSONRE Q	BLICK ART MATERIALS	000	MS. KELLEY-ART	2,471.00

---

# Beverly City Board of Education Entered Purchase Order Report By PO Number

Approval Status Legend: IR=InComplete Requisition, CR=Completed Requisition, EP= Entered PO

#	Control#	Vendor#/Name	Account #	Description	Date	Ba- Entered tch By	Approval Status (2 needed)	PO Amount
00211		1069/NEW JERSEY SCHOOL BOARDS	11-000-223-580-	WORKSHOPS	10/18/17	1 DBRYSONRE CR- Q		300.00
00212		3263/EDUCATIONAL CONSORTIUM TELE.	11-000-262-420-	OPER CONTRACT SERVICES	10/18/17	1 DBRYSONRE CR- Q		1,700.00
00213		3268/PARA PLUS TRANSLATIONS, INC.	11-000-216-320-	SPEECH/OT/PT PROF SER	10/18/17	1 DBRYSONRE CR- Q		330.22
00214		1716/SHERWIN WILLIAMS	11-000-261-610-	MAINT SUPPLIES	10/18/17	1 DBRYSONRE CR- Q		129.22
00215		3506/WILLS BUS SERVICES, INC.	11-000-270-512-	TRANS FIELD/ATH TRIPS	10/18/17	1 DBRYSONRE CR- Q		180.00
00216		1054/BEVAN SECURITY SYSTEMS	11-000-261-420-	MAINT CLEANING/REPAIRS	10/17/17	1 DBRYSONRE CR- Q		196.00
00217		2734/EAI EDUCATION	11-190-100-610-	GENERAL SUPPLIES INSTRUC	10/18/17	1 DBRYSONRE CR- Q		512.32
00218		3528/WORKBOOK PUBLISHING, INC.	20-282-100-600-	T-4 C/O ED SUPPLIES	10/17/17	1 DBRYSONRE CR- Q		2,000.00
00219		1752/SCHOOL SPECIALTY INC	11-190-100-610-	GENERAL SUPPLIES INSTRUC	10/17/17	1 DBRYSONRE CR- Q		401.40
00220		3074/DISCOVERY EDUCATION	11-190-100-340-	PURCHASED TECH SVC	10/18/17	1 DBRYSONRE CR- Q		2,600.00
00221		1040/STEWART BUSINESS SYSTEMS	11-000-219-610-	CST SUPPLIES	10/18/17	1 DBRYSONRE CR- Q		108.15
				BUSINESS SUPPLIES	10/18/17	1 DBRYSONRE CR- Q		33.89
Total For 2 Transactions On PO# 18-00221								\$142.04
00222		2608/COOPER PEDIATRIC NEUROLOGY	11-000-219-104-01	CST EVALUATIONS	10/18/17	1 DBRYSONRE CR- Q		395.00
00223		1266/B C S S D.	11-000-100-565-	TUITION-CSSD & DAY SCHOO	10/18/17	1 DBRYSONRE CR- Q		455,178.00
00224		2945/MGL PRINTING SOLUTIONS	11-000-251-610-	BUSINESS SUPPLIES	10/18/17	1 DBRYSONRE CR- Q		559.00

# Beverly City Board of Education

## Entered Purchase Order Report By PO Number

\_p004\_013114  
/202017

Approval Status Legend: IR=InComplete Requisition, CR=Completed Requisition, EP= Entered PO

#	Control#	Vendor#/Name	Account #	Description	Date	Ba-Entered tch By	Approval Status (2 needed)	PO Amount
-00225		2884/CDW GOVERNMENT INC.	11-000-262-300-	OPER PURCH PROF/TECH SVS	10/18/17	1 DBRYSONRE CR-Q		3,547.95
-00226		3271/RAYNOR ELECTRIC, LLC	11-000-261-420-	MAINT CLEANING/REPAIRS	10/18/17	1 DBRYSONRE CR-Q		914.69
-00227		3529/MIDDLE TOWNSHIP BOARD OF	11-000-100-561-	TUITION-LEA REGULAR	10/18/17	1 DBRYSONRE CR-Q		24,523.00
-00228		3350/TRANBERG, SUSAN	20-270-200-300-	T2A PUR. SERV.	10/18/17	1 DBRYSONRE CR-Q		2,000.00
-00229		2842/W.B. MASON CO. INC.	11-190-100-610-	GENERAL SUPPLIES INSTRUC	10/18/17	1 DBRYSONRE CR-Q		644.10
-00230		3109/GIACOBBE, ELIZABETH	11-190-100-610-	GENERAL SUPPLIES INSTRUC	10/18/17	1 DBRYSONRE CR-Q		110.04
-00231		3530/GANDER PUBLISHING	11-190-100-610-	GENERAL SUPPLIES INSTRUC	10/18/17	1 DBRYSONRE CR-Q		499.95
-00232		3367/LEARNING A-Z	11-190-100-610-	GENERAL SUPPLIES INSTRUC	10/18/17	1 DBRYSONRE CR-Q		189.90
-00233		3406/SG MOBILE AUTO SERVICE, LLC	11-000-261-420-	MAINT CLEANING/REPAIRS	10/18/17	1 DBRYSONRE CR-Q		162.48
-00234		3408/STROBER-WRIGHT ROOFING, INC.	11-000-261-420-	MAINT CLEANING/REPAIRS	10/18/17	1 DBRYSONRE CR-Q		475.00

### Report Totals

Current Entered \$497,690.31  
 Prior Entered \$0.00  
 Total Entered \$497,690.31



# Beverly City Board of Education

## 24 Fully Approved Requisitions converted into Entered Purchase Orders.

ra\_areq1  
120514  
09/20/2017

PO#	Req. by	Vendor	Ship	Attention	Total Price
8-00211	18-00211	DBRYSONRE Q	NEW JERSEY SCHOOL BOARDS ASSOC	000	300.00
8-00212	18-00212	DBRYSONRE Q	EDUCATIONAL CONSORTIUM TELE.	000	1,700.00
8-00213	18-00213	DBRYSONRE Q	PARA PLUS TRANSLATIONS, INC.	000	330.22
8-00214	18-00214	DBRYSONRE Q	SHERWIN WILLIAMS	000	129.22
8-00215	18-00215	DBRYSONRE Q	WILLS BUS SERVICES, INC.	000	180.00
8-00216	18-00216	DBRYSONRE Q	BEVAN SECURITY SYSTEMS	000	196.00
8-00217	18-00217	DBRYSONRE Q	EAI EDUCATION	000 SANDY COYNE	512.32
8-00218	18-00218	DBRYSONRE Q	WORKBOOK PUBLISHING, INC.	000 KERRI LAWLER	2,000.00
8-00219	18-00219	DBRYSONRE Q	SCHOOL SPECIALTY INC	000 NICOLE VERMES	401.40
8-00220	18-00220	DBRYSONRE Q	DISCOVERY EDUCATION	000 KERRI LAWLER	2,600.00
8-00221	18-00221	DBRYSONRE Q	STEWART BUSINESS SYSTEMS	000	142.04
8-00222	18-00222	DBRYSONRE Q	COOPER PEDIATRIC NEUROLOGY	000 CST	395.00
23	18-00223	DBRYSONRE Q	B.C.S.S.S.D.	000	455,178.00
8-00224	18-00224	DBRYSONRE Q	MGL PRINTING SOLUTIONS	000	559.00
8-00225	18-00225	DBRYSONRE Q	CDW GOVERNMENT INC.	000 JACK DOOLEY	3,547.95
8-00226	18-00226	DBRYSONRE Q	RAYNOR ELECTRIC, LLC	000	914.69
8-00227	18-00227	DBRYSONRE Q	MIDDLE TOWNSHIP BOARD OF	000	24,523.00
8-00228	18-00228	DBRYSONRE Q	TRANBERG, SUSAN	000	2,000.00
8-00229	18-00229	DBRYSONRE Q	W.B. MASON CO. INC.	000	644.10
8-00230	18-00230	DBRYSONRE Q	GIACOBBE, ELIZABETH	000	110.04
8-00231	18-00231	DBRYSONRE Q	GANDER PUBLISHING	000 RACHEL FOX	499.95
3-00232	18-00232	DBRYSONRE Q	LEARNING A-Z	000 SANDY COYNE	189.90
3-00233	18-00233	DBRYSONRE Q	SG MOBILE AUTO SERVICE, LLC	000	162.48
3-00234	18-00234	DBRYSONRE Q	STROBER-WRIGHT ROOFING, INC.	000	475.00

# Beverly City Board of Education

## Entered Purchase Order Report By PO Number

po04.013114  
10/18/2017

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#	Control#	Vendor#Name	Account #	Description	Date	Ba- tch	Entered By	Approval Status (2 needed)	PO Amount
00235		2842/W.B. MASON CO. INC.	11-000-251-610-	BUSINESS SUPPLIES	10/18/17	1	DBRYSONRE CR- Q		391.87
00236		3134/FEDEX	11-000-230-530-	TELEPHONE POSTAGE	10/18/17	1	DBRYSONRE CR- Q		31.47
00237		3421/DAVID B. RUBIN, PC	11-000-230-331-	GEN ADMIN-LEGAL SVC	10/18/17	1	DBRYSONRE CR- Q		2,430.00
00238		3463/IRNB DESIGN, LLC	11-190-100-340-	PURCHASED TECH SVC	10/18/17	1	DBRYSONRE CR- Q		2,560.95
00239		1039/COURIER TIMES INC - BURLINGTON	11-000-230-590-	GEN AD ADVERTISEMENT	10/18/17	1	DBRYSONRE CR- Q		661.80
00240		3109/GIACOBBE, ELIZABETH	11-190-100-610-	GENERAL SUPPLIES INSTRUC	10/18/17	1	DBRYSONRE CR- Q		15.94
00241		3462/MIDDLESEX LAMINATING	11-190-100-610-	GENERAL SUPPLIES INSTRUC	10/18/17	1	DBRYSONRE CR- Q		138.99
00242		3138/LOWE'S	11-000-261-610-	MAINT SUPPLIES	10/18/17	1	DBRYSONRE CR- Q		499.62

### Report Totals

Current Entered \$6,730.64  
 Prior Entered \$0.00  
 Total Entered \$6,730.64

# Beverly City Board of Education

## 8 Fully Approved Requisitions converted into Entered Purchase Orders.

ra\_areq1  
120514  
10/18/2017

Req#	PO#	Req. by	Vendor	Ship	Attention	Total Price
8-00235	18-00235	DBRYSONRE	W.B. MASON CO. INC.	000	Diana Lange	391.87
		Q				
8-00236	18-00236	DBRYSONRE	FEDEX	000		31.47
		Q				
8-00237	18-00237	DBRYSONRE	DAVID B. RUBIN, PC	000		2,430.00
		Q				
8-00238	18-00238	DBRYSONRE	RNB DESIGN, LLC	000		2,560.95
		Q				
8-00239	18-00239	DBRYSONRE	COURIER TIMES INC - BURLINGTON	000		661.80
		Q				
8-00240	18-00240	DBRYSONRE	GIACOBBE, ELIZABETH	000		15.94
		Q				
8-00241	18-00241	DBRYSONRE	MIDDLESEX LAMINATING	000	ANDREA DOLLARD	138.99
		Q				
8-00242	18-00242	DBRYSONRE	LOWE'S	000		499.62
		Q				



# Beverly City Board of Education Bills And Claims Report By Vendor Name

Date  
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1/18/2017

for Batches 50,51 and Check Date is 10/19/2017

Vendor # / Name	PO #	Account # / Description	Inv #	Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
LANTIC BUSINESS PRODUCTS/ 3206	18-00205	11-190-100-610-/ GENERAL SUPPLIES INSTRUC	CF	ARIN412506		22744	240 00
		11-190-100-610-/ GENERAL SUPPLIES INSTRUC	CP	crin673815		22744	89 95
<b>Total for ATLANTIC BUSINESS PRODUCTS/ 3206</b>							<b>\$329.95</b>
C.I.T./ 1952	18-00154	11-000-100-563-/ TUITION-CO VOC SCHOOL	CP	NOVEMBER 2017		22745	12,589 40
YADA NURSES INC/ 2591	18-00138	11-000-213-300-/ HEALTH PURCHASED PROF/ED	CP	12814816		22746	855 00
		11-000-213-300-/ HEALTH PURCHASED PROF/ED	CP	12834468		22746	1,597 50
		11-000-213-300-/ HEALTH PURCHASED PROF/ED	CP	12854189		22746	1,282 50
<b>Total for BAYADA NURSES INC/ 2591</b>							<b>\$3,735.00</b>
BOOKFIELD ACADEMY/ 1953	18-00180	11-000-100-566-/ TUITION-PRIVATE SCHOOL	CP	J.M. NOV 2017-0009822-IN		22747	5,310 00
SCADE SCHOOL SUPPLIES, INC /	18-00091	11-190-100-610-/ GENERAL SUPPLIES INSTRUC	CF	04810		22748	26 72
C LOCKSMITHS LLC/ 2272	18-00173	11-000-261-420-/ MAINT CLEANING/REPAIRS	CF	59285		22749	283 40
COMCAST CABLEVISION/ 1792	18-00062	11-190-100-500-/ OTHER PURCHASED SVC	CP	8499051170029668-9/17/17		22750	125 93
		11-190-100-500-/ OTHER PURCHASED SVC	CP	8499051170032811-9/28/17		22750	105 88
<b>Total for COMCAST CABLEVISION/ 1792</b>							<b>\$231.81</b>
MURIER TIMES INC - BURLINGTON AES INC/ 1039	18-00239	11-000-230-590-/ GEN AD ADVERTISEMENT	CF	107163385		22751	661 80
MID B. RUBIN, PC/ 3421	18-00237	11-000-230-331-/ GEN ADMIN-LEGAL SVC	CF	16561		22752	2,430 00
RECT ENERGY BUSINESS/ 3405	18-00136	11-000-262-621-/ OPER ENERGY - GAS	CP	HS7270425		22753	0 89
RECOVERY EDUCATION/ 3074	18-00220	11-190-100-340-/ PURCHASED TECH SVC	CF	91/17- 8/31/2018		22754	2,600 00
UCATIONAL SERVICES UNIT/ 1858	18-00137	11-000-216-320-/ SPEECH/OT/PT PROF SER	CP	18-E-0216		22755	144 00
	18-00182	11-000-270-518-/ TRANS ESC SP ED CONTRACT	CP	18-E0132-SEPT 2017		22755	9,866 59
		11-000-270-517-/ TRANS CONT REG SVC ESC	CP	18E-0132-SEPT 2017		22755	3,034 40
	18-00137	11-000-216-320-/ SPEECH/OT/PT PROF SER	CP	BEV-LD-170930		22755	75 00

# Beverly City Board of Education Bills And Claims Report By Vendor Name

\_bill5\_10272014  
/18/2017

for Batches 50,51 and Check Date is 10/19/2017

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type * Multi Remit To Check Name	Check Description or	Check #	Check Amount
<b>Posted Checks</b>							
EDUCATIONAL SERVICES UNIT/ 1858		11-000-216-320-/ SPEECH/OT/PT PROF SER		CP	BEV-OT-170915	22755	778 00
		11-000-216-320-/ SPEECH/OT/PT PROF SER		CP	BEV-OT-170930	22755	1,556 00
		11-000-216-320-/ SPEECH/OT/PT PROF SER		CP	BEV-PT-170915	22755	84 00
		11-000-216-320-/ SPEECH/OT/PT PROF SER		CP	BEV-PT-170930	22755	168 00
		<b>Total for EDUCATIONAL SERVICES UNIT/ 1858</b>					<b>\$15,705.99</b>
PLUS/ 3343	18-00141	11-000-262-300-/ OPER PURCH PROF/TECH SVS		CF	V2032106	22756	3,891 27
DEX/ 3134	18-00236	11-000-230-530-/ TELEPHONE POSTAGE		CF	5-947-63222	22757	31 47
EBANK INC / 2887	18-00050	11-000-251-340-/ BUS OFF PURCH TECH SERV		CP	DEC 2017	22758	102 24
MAILING SOLUTIONS/ 3072	18-00146	11-000-230-530-/ TELEPHONE POSTAGE		CP	R1103394968-10/3/17-1/2/18	22759	78 00
ACOBBE, ELIZABETH/ 3109	18-00240	11-190-100-610-/ GENERAL SUPPLIES INSTRUC		CF	GENERAL SUPPLIES INSTRUC	22760	15 94
	18-00230	11-190-100-610-/ GENERAL SUPPLIES INSTRUC		CF	GENERAL SUPPLIES INSTRUC	22760	110 04
		<b>Total for ELIZABETH GIACOBBE/ 3109</b>					<b>\$125.98</b>
GREAT PLUMBERS/ 3189	18-00176	11-000-262-420-/ OPER CONTRACT SERVICES		CP	76191	22761	2,995 00
		11-000-262-420-/ OPER CONTRACT SERVICES		CF	76466	22761	664 00
		<b>Total for GREAT PLUMBERS/ 3189</b>					<b>\$3,659.00</b>
IT TRANSPORT, CORP / 2738	18-00193	11-000-270-511-/ TRANS CONT SVS REG		CP	NOVEMBER 2017	22762	3,096 44
ARIZON DENTAL OPTION PLAN/ 2999	18-00060	11-000-291-270-/ OTHER HEALTH BENEFITS		CP	OCT2017-287481744	22763	3,083 41
WUGHTON MIFFLIN HARCOURT/ 2579	18-00070	11-190-100-610-/ GENERAL SUPPLIES INSTRUC		CF	953427744	22764	1,849 65
PERIAL BAG & PAPER/ 3524	18-00206	11-000-261-610-/ MAINT SUPPLIES		CF	3614674	22765	358 90
SUS THE GOOD SHEPARD PARISH/ 59	18-00153	11-000-262-420-/ OPER CONTRACT SERVICES		CP	NOV 2017	22766	1,447 50
KESHORE LEARNING MAT / 1008	18-00174	11-190-100-610-/ GENERAL SUPPLIES INSTRUC		CF	2537800917	22767	861 35
UREL ENTERPRISES/ 1573	18-00196	11-000-270-512-/ TRANS FIELD/ATH TRIPS		CF	10/6/17	22768	150 00

# Beverly City Board of Education

## Bills And Claims Report By Vendor Name

for Batches 50,51 and Check Date is 10/19/2017

L\_bill5.10272014  
1/18/2017

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
LEARNING A-Z/ 3367	18-00097	11-190-100-610-/ GENERAL SUPPLIES INSTRUC		CF	1848261	22769	109.95
	18-00232	11-190-100-610-/ GENERAL SUPPLIES INSTRUC		CF	6033514	22769	189.90
					<b>Total for LEARNING A-Z/ 3367</b>		<b>\$299.85</b>
MEDICAL PRODUCTS LABORATORIES/ 06	18-00242	11-000-261-610-/ MAINT SUPPLIES		CP	902052	22770	126.09
		11-000-261-610-/ MAINT SUPPLIES		CP	902565	22770	122.31
		11-000-261-610-/ MAINT SUPPLIES		CP	902781	22770	51.01
		11-000-261-610-/ MAINT SUPPLIES		CF	902841	22770	200.21
					<b>Total for LOWE'S/ 3138</b>		<b>\$499.62</b>
MIDDLE TOWNSHIP BOARD OF EDUCATION/ 3529	18-00047	11-000-213-610-/ HEALTH SUPPLIES		CF	U579119	22771	66.00
	18-00227	11-000-100-561-/ TUITION-LEA REGULAR		CP	SEPT 2017 SW	22772	1,397.30
						22772	1,055.00
					<b>Total for MIDDLE TOWNSHIP BOARD OF EDUCATION/ 3529</b>		<b>\$2,452.30</b>
MIDDLE TOWNSHIP BOARD OF EDUCATION/ 3529	18-00122	11-190-100-610-/ GENERAL SUPPLIES INSTRUC		CP	14526	22773	37.35
	18-00061	11-190-100-340-/ PURCHASED TECH SVC		CP	1695	22774	630.00
		11-190-100-340-/ PURCHASED TECH SVC		CP	1696	22774	1,875.00
					22774	630.00	
					<b>Total for Network Support LLC/ 2672</b>		<b>\$3,135.00</b>
NEW JERSEY SCHOOL BOARDS SOC/ 1069	18-00211	11-000-223-580-/ WORKSHOPS		CF	E GIACOBBE	22775	300.00
	18-00058	11-000-262-300-/ OPER PURCH PROF/TECH SVS		CP	9/25/2017	22776	265.40
NETRI-SERVE FOOD MGMT/ 2821	18-00181	60-910-310-500-/ FOOD SERVICE COSTS		CP	930091417	22777	3,903.17
		60-910-310-500-/ FOOD SERVICE COSTS		CP	930092117	22777	4,399.90

# Beverly City Board of Education

## Bills And Claims Report By Vendor Name

for Batches 50,51 and Check Date is 10/19/2017

\_bill5\_10272014  
11/8/2017

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
TRI-SERVE FOOD MGMT/ 2821		60-910-310-500-/ FOOD SERVICE COSTS		CP	930092817	22777	4 006 85
			Total for NUTRI-SERVE FOOD MGMT/ 2821				\$12,309.92
ARSON ASSESSMENTS/ 2535	18-00107	11-190-100-610-/ GENERAL SUPPLIES INSTRUC		CP	4025120320	22778	454 16
	18-00100	11-190-100-610-/ GENERAL SUPPLIES INSTRUC		CP	4025121116	22778	48 28
		11-190-100-610-/ GENERAL SUPPLIES INSTRUC		CP	4025122718	22778	48 28
		11-190-100-610-/ GENERAL SUPPLIES INSTRUC		CP	4025126056	22778	48 28
	18-00133	11-190-100-610-/ GENERAL SUPPLIES INSTRUC		CP	4025176240	22778	3,117 57
		11-190-100-610-/ GENERAL SUPPLIES INSTRUC		CP	4025266257	22778	1,357 66
	18-00106	11-190-100-610-/ GENERAL SUPPLIES INSTRUC		CP	7025739884	22778	23 62
	18-00133	11-190-100-610-/ GENERAL SUPPLIES INSTRUC		CP	7025792746	22778	426 31
			Total for PEARSON ASSESSMENTS/ 2535				\$5,524.16
UDENTIAL INS. CO. - NJEA/ 2395	18-00063	11-000-291-270-/ OTHER HEALTH BENEFITS		CP	0017187433-NOV 2017	22779	701 18
UDENTIAL RETIREMENT-DCRP NSION/ 3106	18-00065	11-000-291-290-A/ OTHER RETIREMENT - DCRP		HP	915-930	915930	547 93
YNOR ELECTRIC. LLC/ 3271	18-00177	11-000-261-420-/ MAINT CLEANING/REPAIRS		CP	73879379	22780	1,860 78
		11-000-261-420-/ MAINT CLEANING/REPAIRS		CF	74081083	22780	1,613 03
			Total for RAYNOR ELECTRIC, LLC/ 3271				\$3,473.81
ALTY LANDSCAPING RPORATION/ 3517	18-00045	11-000-262-420-/ OPER CONTRACT SERVICES		CP	PMT 4 OCT 2017	22781	1 535 00
P. SOLUTIONS INC/ 3101	18-00171	11-000-261-420-/ MAINT CLEANING/REPAIRS		CF	21541	22782	187 25
IB DESIGN, LLC/ 3463	18-00238	11-190-100-340-/ PURCHASED TECH SVC		CF	8291	22783	2,560 95
	18-00051	11-190-100-340-/ PURCHASED TECH SVC		CP	NOV17-HOSTING	22783	125 00
		11-190-100-340-/ PURCHASED TECH SVC		CP	NOV17-MAINT	22783	125 00
			Total for RNB DESIGN, LLC/ 3463				\$2,810.95
BL, DEBORAH/ 3477	18-00187	20-270-200-300-/ T2A PUR. SERV.		CP	9/28/2017	22784	1,000 00
HOLASTIC, INC / 1014	18-00167	11-190-100-640-/ TEXTBOOKS INSTRUCTION		CF	15615170	22785	16,945 68



# Beverly City Board of Education

## Bills And Claims Report By Vendor Name

\_bill5.10272014  
/18/2017

for Batches 50,51 and Check Date is 10/19/2017

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
<b>Posted Checks</b>							
SCHOOL SPECIALTY INC/ 1752	18-00027	11-000-230-610-/ GEN ADMIN-SUPPLIES		CF	208119358551	22786	7.35
	18-00023	11-190-100-610-/ GENERAL SUPPLIES INSTRUC		CF	20818658431	22786	81.92
					<b>Total for SCHOOL SPECIALTY INC/ 1752</b>		<b>\$89.27</b>
MOBILE AUTO SERVICE, LLC/ 3406	18-00233	11-000-261-420-/ MAINT CLEANING/REPAIRS		CF	000000994	22787	162.48
SHERWIN WILLIAMS/ 1716	18-00214	11-000-261-610-/ MAINT SUPPLIES		CF	1426-6	22788	38.24
		11-000-261-610-/ MAINT SUPPLIES		CP	5976-3	22788	90.98
					<b>Total for SHERWIN WILLIAMS/ 1716</b>		<b>\$129.22</b>
FUNDTRAP AB/ 3527	18-00209	11-190-100-610-/ GENERAL SUPPLIES INSTRUC		CF	17/18	22789	249.00
STATE OF NJ HEALTH BENEFITS PR/	18-00064	11-000-291-270-/ OTHER HEALTH BENEFITS		HP	OCT17 HEALTH	102017	52,483.90
		11-000-291-270-/ OTHER HEALTH BENEFITS		HP	OCT17 RX	102017	14,515.52
					<b>Total for STATE OF NJ HEALTH BENEFITS PR/ 2394</b>		<b>\$66,999.42</b>
WNSHIP OF DELANCO/ 3411	18-00067	11-000-262-622-A/ GASOLINE		CP	SEPT 2017	22790	129.15
ANBERG, SUSAN/ 3350	18-00228	20-270-200-300-/ T2A PUR. SERV.		CP	9/21/2017	22791	1,000.00
RIZON/ 1139	18-00055	11-190-100-500-/ OTHER PURCHASED SVC		CP	9/28/2017	22792	142.88
LOGY/ 3447	18-00119	11-000-262-300-/ OPER PURCH PROF/TECH SVS		CF	INV430262	22793	390.55
B. MASON CO INC / 2842	18-00229	11-190-100-610-/ GENERAL SUPPLIES INSTRUC		CF	I48343346	22794	644.10
ASTE MANAGEMENT OF NJ/ 1169	18-00052	11-000-262-420-/ OPER CONTRACT SERVICES		CP	OCT 2017	22795	559.73
ATERLOGIC EAST, INC / 3453	18-00066	11-000-262-441-/ OPER RENTALS		CP	CNIN087925E-10/1-12/31/17	22796	141.00
STERN PEST SERVICES/ 2521	18-00059	11-000-262-300-/ OPER PURCH PROF/TECH SVS		CP	SEPT 2017-	22797	189.00
ROX CORPORATION/ 3443	18-00161	11-190-100-610-/ GENERAL SUPPLIES INSTRUC		CP	090649459-SEPT 2017	22798	878.01
		11-190-100-610-/ GENERAL SUPPLIES INSTRUC		CP	090649459-SEPT 2017 BASE	22798	138.24
					<b>Total for XEROX CORPORATION/ 3443</b>		<b>\$1,016.25</b>

# Beverly City Board of Education

## Bills And Claims Report By Vendor Name

\_bill5 10272014  
/18/2017

for Batches 50,51 and Check Date is 10/19/2017

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
EL COMMUNICATIONS/ 2813	18-00056	11-190-100-500-7 OTHER PURCHASED SVC		CP	9/15/17	22799	2,470.23
Total for Posted Checks							<b>\$189,043.85</b>

Posted Checks

# Beverly City Board of Education Bills And Claims Report By Vendor Name

\_bill5\_10272014  
11/18/2017

for Batches 50,51 and Check Date is 10/19/2017

*resolution that the list of claims for goods received and services rendered and certified to be correct by the Business Administrator, approved for payment and further that the Secretary's and Treasurer's financial reports be accepted as filed.* Run on 10/12/2017 at 01:03:07 PM

Fund Category	Sub Fund	Computer		Hand		Total Checks
		Checks	Checks Non/AP	Checks	Checks Non/AP	
10	11	\$107,186.58		\$67,547.35		\$174,733.93
20	20	\$2,000.00				\$2,000.00
60	60	\$12,309.92				\$12,309.92
GRAND	TOTAL	\$121,496.50	\$0.00	\$67,547.35	\$0.00	\$189,043.85

Chairman Finance Committee      Member Finance Committee



# Payroll to Budget Transfer Report

# 9F

Account#	Check#	Check Date	Check Amount	Check Description
000-211-105-	9152017	09/15/2017	1,318.95	ATTEND SVCS- CLER SAL
11-000-213-104-	9152017	09/15/2017	3,148.30	HEALTH SVC SALARIES
11-000-213-105-	9152017	09/15/2017	460.63	HEALTH SVCS- CLER SAL
11-000-216-100-	9152017	09/15/2017	2,958.90	SPEECH TEACHER SALARY
11-000-218-105-	9152017	09/15/2017	729.17	GUID SECY/CLER SALARIES
11-000-219-104-	9152017	09/15/2017	8,000.73	CST SALARIES
11-000-219-105-	9152017	09/15/2017	921.24	CST SECY/CLER SALARIES
11-000-221-102-	9152017	09/15/2017	9,219.26	CURR/INSTR SALARIES
11-000-221-104-	9152017	09/15/2017	458.33	CURR/INSTR PROF SALARIES
11-000-221-105-	9152017	09/15/2017	131.25	CURR/INSTR SECY/CLER SAL
11-000-221-110-	9152017	09/15/2017	333.33	CI OTHER SALARIES
11-000-230-100-	9152017	09/15/2017	6,454.60	GEN ADMIN SPRINTEND SAL
11-000-230-104-	9152017	09/15/2017	176.00	TREASURER SALARIES
11-000-230-105-	9152017	09/15/2017	741.88	GENERAL ADMIN- CLER SAL
11-000-240-105-	9152017	09/15/2017	793.75	SCH ADMIN SEC/CLER SAL
11-000-251-104-	9152017	09/15/2017	4,148.90	BUSINESS ADMIN SALARIES
11-000-251-105-	9152017	09/15/2017	2,928.25	BUS ADMIN/SECY SALARIES
11-000-262-110-	9152017	09/15/2017	4,293.52	OPER/CUST SALARIES
11-000-262-110-OT	9152017	09/15/2017	3,805.90	OPER/CUSTODIAL OT
11-000-270-161-	9152017	09/15/2017	632.31	SAL. FOR PUPIL TRANS(BET
11-000-270-162-	9152017	09/15/2017	632.31	SAL. FOR PUPIL TRANS(BET
11-110-100-101-	9152017	09/15/2017	6,701.19	KNDG TEACHER SALARIES
11-110-100-101-01	9152017	09/15/2017	50.00	PRESCH/KIND- SUBSTITUTES
11-120-100-101-	9152017	09/15/2017	27,402.08	GR. 1-5 TEACHER SALARIES
11-130-100-101-	9152017	09/15/2017	14,305.98	GR. 6-8 TEACHER SALARIES
11-190-100-106-	9152017	09/15/2017	2,257.08	OTHER SALARIES-INSTR
11-204-100-101-	9152017	09/15/2017	7,762.80	LLD TEACHER SALARIES
11-204-100-106-	9152017	09/15/2017	450.63	LLD PARA SALARY
11-213-100-101-	9152017	09/15/2017	8,551.00	RR TEACHER SALARIES
11-230-100-101-	9152017	09/15/2017	3,929.31	BSC SKILLS TEACHER SALAR
11-240-100-101-	9152017	09/15/2017	2,649.70	BILINGUAL TEACHER SALARI
20-218-100-101-	9152017	09/15/2017	8,802.00	PSEA TEACHER SAL
20-218-100-106-	9152017	09/15/2017	1,680.48	PSEA AIDES SAL
20-231-100-101-	9152017	09/15/2017	6,999.79	TITLE I TEACHER SALARIES
20-270-100-101-	9152017	09/15/2017	600.00	T-2A TEACHER SAL
<b>Total # of Payments</b>	<b>35.00</b>	<b>Total Check Amount</b>	<b>144,429.55</b>	

# Payroll to Budget Transfer Report

Account#	Check#	Check Date	Check Amount	Check Description
11-000-211-105-	9302017	09/30/2017	1,318.95	ATTEND SVCS- CLER SAL
11-000-213-104-	9302017	09/30/2017	3,356.80	HEALTH SVC SALARIES
11-000-213-105-	9302017	09/30/2017	460.63	HEALTH SVCS- CLER SAL
11-000-216-100-	9302017	09/30/2017	2,965.30	SPEECH TEACHER SALARY
11-000-218-105-	9302017	09/30/2017	729.17	GUID SECY/CLER SALARIES
11-000-219-104-	9302017	09/30/2017	8,459.33	CST SALARIES
11-000-219-105-	9302017	09/30/2017	921.24	CST SECY/CLER SALARIES
11-000-221-102-	9302017	09/30/2017	8,691.16	CURR/INSTR SALARIES
11-000-221-104-	9302017	09/30/2017	458.33	CURR/INSTR PROF SALARIES
11-000-221-105-	9302017	09/30/2017	131.25	CURR/INSTR SECY/CLER SAL
11-000-221-110-	9302017	09/30/2017	333.33	CI OTHER SALARIES
11-000-230-100-	9302017	09/30/2017	4,870.31	GEN ADMIN SPRINTEND SAL
11-000-230-104-	9302017	09/30/2017	176.00	TREASURER SALARIES
11-000-230-105-	9302017	09/30/2017	662.50	GENERAL ADMIN- CLER SAL
11-000-240-105-	9302017	09/30/2017	793.75	SCH ADMIN SEC/CLER SAL
11-000-251-104-	9302017	09/30/2017	4,148.90	BUSINESS ADMIN SALARIES
11-000-251-105-	9302017	09/30/2017	2,928.25	BUS ADMIN/SECY SALARIES
11-000-262-110-	9302017	09/30/2017	4,166.21	OPER/CUST SALARIES
11-000-262-110-OT	9302017	09/30/2017	1,374.32	OPER/CUSTODIAL OT
11-000-270-161-	9302017	09/30/2017	632.31	SAL. FOR PUPIL TRANS(BET
11-000-270-162-	9302017	09/30/2017	632.31	SAL. FOR PUPIL TRANS(BET
11-110-100-101-	9302017	09/30/2017	7,126.11	KNDG TEACHER SALARIES
11-110-100-101-01	9302017	09/30/2017	550.00	PRESCH/KIND- SUBSTITUTES
11-120-100-101-	9302017	09/30/2017	28,812.07	GR. 1-5 TEACHER SALARIES
11-120-100-101-01	9302017	09/30/2017	190.00	GRADES 1-5 - SUBSTITUTES
11-130-100-101-	9302017	09/30/2017	15,353.67	GR. 6-8 TEACHER SALARIES
11-130-100-101-01	9302017	09/30/2017	50.00	GRADES 6-8 - SUBSTITUTES
11-190-100-106-	9302017	09/30/2017	5,931.72	OTHER SALARIES-INSTR
11-204-100-101-	9302017	09/30/2017	7,587.40	LLD TEACHER SALARIES
11-204-100-101-01	9302017	09/30/2017	95.00	LLD-SUBSTITUTES
11-204-100-106-	9302017	09/30/2017	1,014.68	LLD PARA SALARY
11-213-100-101-	9302017	09/30/2017	9,040.50	RR TEACHER SALARIES
11-213-100-101-01	9302017	09/30/2017	390.00	RESOURCE RM- SUBSTITUTES
11-230-100-101-	9302017	09/30/2017	4,360.30	BSC SKILLS TEACHER SALAR
11-240-100-101-	9302017	09/30/2017	2,818.60	BILINGUAL TEACHER SALARI
20-218-100-101-	9302017	09/30/2017	9,363.20	PSEA TEACHER SAL
20-218-100-106-	9302017	09/30/2017	3,392.41	PSEA AIDES SAL
20-231-100-101-	9302017	09/30/2017	7,255.20	TITLE I TEACHER SALARIES
<b>Total # of Payments</b>	38.00	<b>Total Check Amount</b>	151,541.21	

# New Jersey Department of Education

## Health and Safety Evaluation Of School Buildings Checklist 10C

COUNTY: Burlington DISTRICT: Beverly SCHOOL YEAR: 17-18

(check one) [ ] Leased [  ] Owned SCHOOL BUILDING: 601 Bently Ave

COMPLETED BY : George M. Gahles DATE : Oct 13, 2017

*This form shall be used for the evaluation of school buildings including: Traditional Public School Districts (owned or leased), Private Schools for the Disabled, Charter Schools, Renaissance School Projects and any other school settings. This evaluation checklist shall be completed annually by appropriate district personnel and kept on file for inspection or other legal issues. These indicators cover regulations issued by NJDOE, NJDCA, NJUCC, OSHA. The emphasis of this evaluation is for the health of students and staff only. Items listed are not mutually exclusive of one another. The monitor/inspector may see. See "Facility Instructions and Guidance" for additional information.*

**SECTION A: 100% Items**

100% COMPLIANCE	YES	NO	N/A	VIOLATION LOCATION
<b>CURRENT LICENSES AND CERTIFICATES</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>VIOLATION LOCATION</b>
1. A current certificate of compliance with the Uniform Fire Code has been issued by the local or State fire official/inspector within the year and posted in a conspicuous location. (or current abatement inspection is available)	X			
2. A current inspection report of the local health official (kitchen, cafeteria, pool, etc.) is available.	X			
3. A 3 year asbestos management plan, as required by A.H.E.R.A., is available including current 6 month surveillance letters. If constructed without asbestos, a letter of certification from the architect is available.	X			
4. An annual inspection report of the Department of Environmental Protection for the operation of a sewage treatment plant, where applicable, is available.			X	
5. Current boiler inspection certificate(s) posted at site of boiler	X			
6. Current license(s) for high and low pressure boiler operators, as required by code, are properly posted.	X			
7. Current drinking water supply inspection reports are available to comply with the Safe Water Drinking Act. (N.J.A.C 58:12A-1) (6A:26-12.4)	X			
8. One fire drill and <u>one</u> school security drill are held each month; [See "Checklist Instructions" for Certificate of Assurance] 18A:41-1	X			
9. Right To Know requirements are properly posted and MSDS reporting materials on file for review.	X			
10. District has defibrillators identified with appropriate signage, is placed and made available in an unlocked location on school property, which is accessible during the school day and any other time in which a school-sponsored athletic event or team practice, in which pupils of the district are participating, is taking place and is within reasonable proximity of the school athletic field or gymnasium, as applicable (Janet's Law 18A:40 41a-41c )	X			

<b>100% COMPLIANCE</b>				
<b>EXITS/EXTERIOR</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>VIOLATION LOCATION</b>
11. Exterior switches and receptacles are covered by securely fastened weather-proof plates and fixtures are securely mounted with no exposed wires.	X			
12. All exterior exits are in good condition; readily accessible and free of obstructions for use in an emergency; including: a. Fire escapes and/or exterior stairs can be safely negotiated. b. Panic hardware is provided on exit doors of all spaces with an occupancy load/capacity greater than 50.	X			
<b>INTERIOR</b>				
13. All electrical outlets; switches, receptacles and junction boxes; electric wires; fuses and/or circuit breaker panels; etc. are properly covered and/or secured and/or protected.	X			
14. Sufficient access and working space is provided and maintained around all electrical spaces. Items, especially combustibles, are a minimum of 36 inches from electrical power sources or equipment; i.e.: circuit breaker panels, fuse boxes, transformers.	X			
15. <i>Instructional</i> areas are free of all unapproved construction; e.g.: walls; partitions; doors and stairs; etc.	X			
16. The hardware on doors of any space occupied by students shall permit egress from the room at all times. Key-operated locks, thumb-turn locks, hasps dead bolts, slide bolts or similar types of locking devices shall not be permitted. 6A:26-8.1 (i2)	X			
17. Unobstructed vision panels with code approved glass are installed in doors opening into corridors. Interior glazing shall be safety glazing. 6A:26-8.1 (i3)	X			
18. Kindergarten and Pre-K toilet requirements are met.	X			
19. District approves as needed: Dual Use, Change of Use, Alternate Toilet, Temporary sites (TCU or rented facilities). Required DOE approvals in place.	X			
20. Dangerous chemicals (i.e.: liquefied petroleum gas/propane) and/or explosive materials (i.e.: gunpowder; picric acid) are <u>NOT</u> stored/present in the building. If needed, flammable and combustible materials are properly stored/maintained (i.e.: in properly rated cabinets; NOT in boiler room/hazardous areas).			X	
<b>VOCATIONAL/LABORATORIES</b>				
21. Power machinery and equipment, as well as science labs, have appropriate safety features in place, including as applicable: a. Appropriate placement on the floor and required point of operation guards to protect users from injury due to moving parts. b. Clearly visible and accessible push-type emergency cut-out switches at appropriate locations within shops to de-energize electrical supply to nonportable machinery. c. Non-portable machinery provided with magnetic type switches to prevent automatic restart upon restoration of power after an electrical failure or reactivation of the emergency cut-off switch. d. Key-operated electric solenoid shut-off valves on natural gas lines in science laboratories and shops constructed after 1979. On all other gas lines there is an emergency shut off valve which is clearly marked and accessible.			X	



<b>100% COMPLIANCE</b>				
<b>VOCATIONAL/LABORATORIES continued</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>VIOLATION LOCATION</b>
22. At a minimum, one # 20 BC rated fire extinguisher is provided in each laboratory and vocational area.	X			
23. Adequate eye and body protection is provided, including: a. Eye protection devices (glasses, goggles) for students and faculty in each laboratory and shop area, including appropriate provision for their sanitation. b. Emergency eyewash device(s), with 15 minutes continuous flow, where caustic or corrosive materials are used. c. An emergency cold-water shower for chemistry laboratory if constructed after October 1985. (6A:26-12.5)	X			
24. Room provides for proper local or general ventilation and/or exhaustion of toxic and/or dangerous fumes and/or odors, including for the following activities, as applicable: a. For science activities (i.e.: via fume hoods) b. For welding operations. c. For paint spraying operations: 1 Auto: should have separate exhaust system. 2 Art: proper ventilation for spray/ paint with fumes d. Art: Safe designated space/room for kilns with proper ventilation e. For dust generating operations, such as wood working, (i.e.: a dust collecting system which should be either single or multi-use vacuum packs or a central dust collection system	X			
<b>100% ITEMS TOTAL</b>				

Section B: 80% Items

<b>80% COMPLIANCE</b>				
<b>EXITS/EXTERIOR</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>VIOLATION LOCATION</b>
1. No evidence of major exterior building structural damage. Example(s) would include: a. Exterior walls appear free of structural cracks, loose masonry and crumbling parapets; lintels appear free of rust and flaking. b. Gutters and downspouts appear to be in good condition and are secured to the building; runoff does not appear to be obstructed or create drainage or soil erosion.	X			
2. All exterior receptacles are GFI protected in accordance with code.	X			
3. All school grounds, including general purpose play areas and athletic fields, are free of holes; glass; stumps, roots; rocks and other hazardous obstacles. Fences are maintained and are free of holes. The outside physical education area for students shall include, but not be limited to, sufficient space, equipment, and safe surfaces for the temporary facility enrollment and program needs and be protected from hazards or traffic conditions.6A:26-8.1ix	X			
<b>EXITS/EXTERIOR continued</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>VIOLATION LOCATION</b>

<b>80% COMPLIANCE</b>				
4. Playground area and equipment appear to be in safe operating condition and in compliance with code and district maintains documentation of compliance and regular inspections.	X			
<b>INTERIOR</b>				
5. All interior exits and corridors are in good condition; readily accessible; and free of obstructions and/or excessive materials which would hinder exiting.	X			
6. Emergency evacuation egress procedures are posted at a visible height and standard location in all areas. 6A:26-8.1 (i4)	X			
7. Doors leading to interior courtyards are clearly marked: "Not an Exit"			X	
8. Handrails on both sides of interior stairways, guardrails, and interior stair treads are free of surface features which may cause injury and/or are properly secured. Interior stair treads do not show evidence of extensive wear and are generally in good repair			X	
9. Stage curtains are flame proof or flame retardant and certificates are on file.	X			
10. All education spaces shall be equipped with a communication devise/system connected to the main office and capable of emergency communication to local authorities or 9-1-1. 6A:26-8.1 (i6)	X			
11. Electric outlets and/or wiring appear appropriate, including: a. GFI protection for receptacle(s) within 6 ft of water in accordance with code. b. Electrical extension cords and surge protectors used appropriately, with extension cords <u>only used</u> for temporary need(s). c. Sufficient electrical duplex outlets shall be provided to satisfy the program needs as provided in N.J.A.C. 6A:26-6.3 6A:26-8.1(vii2)	X			
12. Nurse's Office: District boards of education shall provide the necessary facilities, equipment and supplies for the performance of the duties required under State law and the rules by health services personnel. (6A:26-12.3 & 6A:26-6.3(b))	X			
13. Individual or central mechanical ventilation unit(s) are operating in all student and staff occupied rooms/areas and toilet facilities; air conditioners are operational in windowless interior areas. Heating and ventilation requirements shall be as set forth in N.J.A.C. 6A:26-6.3 and the UCC. 6A:26-8.1 (iii)	X			
14. Lighting levels in all instructional areas at least 50 foot candles, as measured with a light meter, comply with code and lamps/bulbs are covered with a lens cover or equivalent protection. (6A:26-8.1(vi) & 6A:6.3(g)(1))	X			
15. Instructional areas have no unauthorized and/or potentially hazardous materials/equipment in rooms. 6A:26-8.1 (i1)	X			
16. A chalkboard or whiteboard, and/or display board is provided in each instructional space and is free of cracks and jagged edges. 6A:26-8.1 (vii1)	X			
<b>INTERIOR</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>VIOLATION LOCATION</b>

<b>80% COMPLIANCE</b>				
17. Ceilings, walls and floors are free of holes, sags, and evidence of water damage. The average ceiling height shall be at least 8' feet for instructional spaces in temporary facilities in an existing public school, in a district owned facility and in rented or leased buildings not on school district owned sites. 6A:26-8.1 (ii)	X			
18. Area and floor drains, where provided, appear to be in working order and covered with appropriate plates; unused (abandoned) waste lines (drains) are sealed off and capped.	X			
19. Floors throughout the school are clean and free of trash, as well as appear free of slipping, tripping; and/or other hazards. Any concrete floors in all instructional areas, except shops, shall be covered with a resilient floor covering. 6A:26-8.1 (i5)	X			
20. Supplies and materials are neatly and appropriately stored: a. Storage racks/shelving over 6 feet in height are properly secured from tipping. b. In general, there is no storage within 24 inches of a ceiling. In buildings with sprinkler systems, storage is at least a minimum of 18 inches below sprinkler head deflectors. c. Storage is organized to allow safe access through space.	X			
21. Provision shall be made for storage of students' clothing in other than a corridor or exitway. Student lockers are usable; i.e.: doors, handles and locks are operable. 6A:26-8.1 (i7)	X			
22. Drinking fountains are provided with sufficient water pressure or access to water coolers is readily available. (6A:26-12.4) Potable water shall be available and drinking fountains shall be provided for students in cafeterias, preschool and kindergarten programs in accordance with N.J.A.C. 5:23-7; 6A:26-8.1(v)	X			
23. Toilet facilities shall meet existing UCC requirements for the E Use Group as determined by the construction official. Toilet facilities shall be available within a reasonable distance not more than one floor away, and shall be equipped with an exterior operable window sash or mechanical exhaust ventilation. 6A:26-8.1 (iv)	X			
24. Food and nonfood items (i.e.: cleaning products, etc.) in home economics rooms & cafeteria are stored separately	X			
25. <i>Non-instructional</i> areas are free of all unapproved construction; e.g.: walls, partitions, doors and stairs.	X			
26. Furniture and equipment that is in good condition and suitable for the age and size of the students and purposes of instruction shall be provided; 6A:26-8.1(vii)	X			
<b>VOCATIONAL/LABORATORIES</b>				
27. Corrosives, toxic and other hazardous substances are stored in proper corrosive storage cabinets and are properly labeled.			X	
28. Required space is available for the safe operation of machinery			X	
29. Mechanical and hydraulic automotive lifts have locking devices to hold them in the extended (open) position.			X	
30. Floor(s) and aisles in all shops are free of slipping and tripping hazards.			X	
31. "Eye Hazard Area-Wear Your Eye Protection" signs are posted.			X	
<b>VOCATIONAL/LABORATORIES</b>				
	YES	NO	N/A	VIOLATION LOCATION

<b>80% COMPLIANCE</b>			
32. The following additional safety measures are in place if welding operations are on-going: a. Welding curtains are provided and are painted with a finish of low reflectivity. b. Personal protective equipment (goggles, aprons, etc.) are provided.			X
33. Pressurized gas cylinders are secured (chain and eye hooks to welding cart, etc.) and valve protection caps are in place.			X
34. Oxygen cylinders in storage are separated from fuel gas cylinders (acetylene) or combustible materials a minimum distance of 20 feet.			X
<b>80% ITEMS TOTAL</b>			

<b>SCORING SECTIONS</b>	<b>100% Section A</b>	<b>80% Section B</b>
<b>Maximum # of Compliant Questions:</b>	<b>24</b>	<b>34</b>

<b>100% Section A Compliance</b>	<b>SCORE</b>	<b>NJQSAC FISCAL DPR [All items are in compliance in building(s)]</b>
# of NO responses in section A	0	[ ] COMPLIANT (No exceptions) [ ] NONCOMPLIANT

<b>80% Section B Compliance</b>	<b>SCORE</b>	<b>NJQSAC DPR [At least 80% of items are in compliance in building(s)]</b>
a. # of YES responses	34	[ ] COMPLIANT Line a is equal to or <u>greater than</u> Line #d
b. # of NO responses	0	
c. Subtotal [(a)+(b)]		
d. Multiply [(c) x 80%]	27.2	[ ] NONCOMPLIANT Line a is <u>less than</u> Line #d

**LEA SIGNATURES:**

George M. Gahles \_\_\_\_\_ B.A. \_\_\_\_\_ 10/13/2017 \_\_\_\_\_  
 Completed By Title Date

\_\_\_\_\_  
 if applicable, Certified Educational Facilities Manger Date

\_\_\_\_\_  
 Chief School Administrator Date

*All indicators denoted with 6A:26-8.1 also represent codified Temporary Facility Standards.*



NJ DEPARTMENT OF EDUCATION  
**SCHOOL FACILITIES**

Annual Maintenance  
Budget Amount Worksheet  
Per N.J.A.C. 6A:26A

County **Burlington**  
District Name **Beverly**  
District Number **0380**  
Filing Date **10/15/2017**

Current Area Cost Allowance per SF **\$ 143.00**  
District contact name **George Gahles**  
District contact phone **609.387.2200**  
District contact e-mail **ggahles@beverlycityschool.org**

A	B	C	D	E	F	G
School Facility Name	School Number	Gross Building Area (GSF)	Building Replacement Value	Prior Years Actual & Current Year Budgeted expenditure (See Detailed Sheet)	Min. Annual Target Expenditure for FY FY 2017-2018	Anticipated Budget for FY FY 2017-2018
Beverly City School		38,112	\$ 5,450,016	\$ 1,624,527	\$ 10,900	\$ 247,000
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<b>District Total</b>		<b>38,112</b>	<b>\$ 5,450,016</b>	<b>\$ 1,624,527</b>	<b>\$ 10,900</b>	<b>\$ 247,000</b>
<b>Min. Required amount for FY</b>	<b>15-16</b>				<b>\$ 10,900</b>	
<b>Anticipated Budget amount for FY</b>	<b>15-16</b>					<b>\$ 247,000</b>

Prepared by: **District School Business Administrator**  
*Print* **Dr. Brian F. Savage/Mr. George Gahles**  
*Sign* **[Signature Line]**  
 Max. Maintenance Reserve Amount (4% of column D) **\$ 218,001**  
 Current District Maintenance Reserve Amount **\$ 218,000**  
**Date** **10/15/2017**

**Detailed Actual Expenditures by Year by Building Worksheet**  
District Number **0380**

District Name		Beverly		Actual Expenditure by Building																Total	
A	B	C	G	H	I	J	K	L	M	N	O	P	Q	Budgeted Amount							
A. School Facility Name	School Number	Gross Building Area (GSF)	FY 06-07	FY 07-08	FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Total						
Beverly City School	0000	38,112	\$ 44,123	\$ 31,954	\$ 47,261	\$ 48,500	\$ 51,374	\$ 45,836	\$ 155,048	\$ 70,171	\$ 161,577	\$ 366,354	\$ 355,329	\$ 247,000	\$ 1,624,527						
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<b>District Total</b>		<b>38,112</b>	<b>\$ 44,123</b>	<b>\$ 31,954</b>	<b>\$ 47,261</b>	<b>\$ 48,500</b>	<b>\$ 51,374</b>	<b>\$ 45,836</b>	<b>\$ 155,048</b>	<b>\$ 70,171</b>	<b>\$ 161,577</b>	<b>\$ 366,354</b>			<b>\$ 1,624,527</b>						

Beverly City Board of Education (05-0380)  
 Comprehensive Maintenance Plan

Actual 2016-2017	Budget 2017-2018	Anticipated 2018-2019
\$357,696	\$247,000	\$267,000
Localized repairs; plumbing Landscaping Paint walls as necessary Cafeteria alterations Filter changes Upgrade of wiring Clock and Intercom repairs Window blind replacement Security system upgrades Replace damaged ceiling tiles Plumbing ( Bathrooms) CST Suite Renovation	Localized repairs Landscaping Paint walls as necessary Cafeteria alterations Filter changes Upgrade of wiring Clock and Intercom repairs Plumbing ( Bathrooms) Electrical Replace damaged ceiling tiles Playgrounds	Localized repairs Landscaping Paint walls as necessary Cafeteria alterations Filter changes Upgrade of wiring Clock and Intercom repairs Plumbing Electrical Replace damaged ceiling tiles AC upgrades





**SEPTEMBER 26, 2017**  
**UPDATED SUBSTITUTE LIST**

11A

**District Fingerprint Approved Subs**

Last Name	First Name	District Fingerprints Approved	Certificate Expiration	BOE & Approval Date	New Approved	Removal Date
Atkinson	Kristin	Delanco	8/17/2022	9/13/2017	9/13/17	
BIEHN	PATTI	Delanco	Never	2/8/2017		
BOYLE	KRISTINE (N)	Delanco	9/28/2021	2/8/2017		
BROWN	LAURA	Beverly, Delanco, Edgewater Park, Riverton	Never	2/8/2017		
BROWN	DEBRA (N)	Beverly, Delanco, Edgewater Park, Riverton	6/8/2021 (5/31/18)	2/8/2017		
CALLAHAN	MAGGIE	Edgewater Park	4/17/2022	Edgewater Park 12/13/16		
Callahan	Eugene Jr.	Delanco, Edgewater Park	8/8/2022	8/22/17 Edgewater Park	10/11/17	
CARTY	LAURIE	Beverly, Delanco, Edgewater Park, Riverton	3/1/2022	Edgewater Park 1/24/2017		
CASTELLI	JAMES	Beverly, Delanco, Edgewater Park	Never	2/8/2017		
CHANG	CHRISTINA	Delanco	10/14/2021	2/8/2017		
COLLAZO	RENEE	Beverly, Riverton	1/15/2021	2/8/2017		
COLLINS	BARBARA	Beverly, Delanco	1/2/2020	2/8/2017		
COOPER HARRIS	JOAN	Beverly, Edgewater Park	Never	2/8/2017		
DEATORE	KIMBERLY	Beverly, Delanco, Edgewater Park, Riverton	5/12/2022	Edgewater Park 3/28/2017		
DECHNIK	SUSAN HOME 1ST	Riverton	Never	2/8/2017		
DEY	PRATIBHA	Delanco, Edgewater Park	8/1/2021	2/8/2017		
DYCH	JAMES	Beverly, Delanco, Edgewater Park, Riverton	10/17/2021	2/8/2017		
EKELBURG	KIMBERLY	Delanco, Edgewater Park	11/20/2019	Edgewater Park 5/30/2017		

# SEPTEMBER 26, 2017

## UPDATED SUBSTITUTE LIST

### District Fingerprint Approved Subs

Last Name	First Name	District Fingerprints Approved	Certificate Expiration	BOE & Approval Date	New Approved	Removal Date
FUSCO	SALLY (N)	Delanco, Edgewater Park	3/6/2020	2/8/2017		
GRIMES	JOANNE	Delanco, Edgewater Park	6/25/2019	2/8/2017		
HARRIS	KEN	Delanco, Edgewater Park, Riverton	3/24/2020	2/8/2017		
HAWTHORNE	FELICIA	Beverly, Delanco, Edgewater Park, Riverton	4/20/2021	2/8/2017		
HEALY	REBECCA	Delanco	06/16/2022	6/14/2017		
HILL	EDNA	Beverly, Delanco, Edgewater Park	4/1/2020	2/8/2017		
JACKSON	TROY	Delanco, Edgewater Park	2/15/2018	2/8/2017		
JACKSON	JOANNA	Beverly, Delanco, Edgewater Park	8/10/2021	2/8/2017		
Jackson	Heather	Beverly, Delanco, Edgewater Park, Riverton	Never	9/26/27 Edgewater Park	10/11/17	
JACOBSEN	JUDY	Riverton	Never	2/8/2017		
JENNINGS	DORIS	Delanco	9/22/2020	2/8/2017		
JIAMPETTI	GARY	NONE (Grandfathered in Edgewater Park)	Never	2/8/2017		
JOHNSON	DAVID	Beverly, Delanco, Edgewater Park	Never	2/8/2017		
KAMINSKI	LEE ANN	Beverly, Delanco, Edgewater Park, Riverton	Never	Edgewater Park 5/2/2017		
LEBON	CARLA (N)	Edgewater Park	Never	2/8/2017		
LIPPINCOTT	MARILYN	NONE (Grandfathered in Riverton ONLY)	Never	2/8/2017		
Malinowski	Donna	Delanco, Riverton	Never	2/8/2017		
MALINOWSKI	JASON	Delanco	1/23/2022	Delanco 2/8/2017		
Marcus	Larry	Delanco, Edgewater Park, Riverton	04/14/2019	10/11/17	10/11/17	
MAURER	NICOLE	Beverly, Edgewater Park	Never	Edgewater Park 12/13/17		

# SEPTEMBER 26, 2017 UPDATED SUBSTITUTE LIST

District Fingerprint Approved Subs						
Last Name	First Name	District Fingerprints Approved	Certificate Expiration	BOE & Approval Date	New Approved	Removal Date
MC BREATHY	MAUREEN	Delanco, Beverly	1/30/2019	2/8/2017		
MC RAE	CRYSTAL/ Ken	Edgewater Park	Never	2/8/2017		
Miranda	Daniel	Beverly	2/1/2022	Beverly 2/15/2017		
MULHERN	JOHN	Delanco, Edgewater Park, Riverton	10/31/2021	2/8/2017		
MURRAY	CRYSTAL	Delanco, Edgewater Park	3/4/2021	2/8/2017		
NEMETH	JOHN	Beverly, Delanco, Edgewater Park	3/11/2018	2/8/2017		
NEMETH	KAREN (N)	Beverly, Delanco, Edgewater Park, Riverton	5/2/2021	2/8/2017		
NILES	CRISTA (N)	Delanco, Edgewater Park	11/18/2020	2/8/2017		
O'HARE	ELIZABETH	Edgewater Park	9/23/2018	2/8/2017		
PAHL	(MARY) DIANE	Beverly, Delanco, Edgewater Park	2/20/2019	2/8/2017		
Perez	Nikole	Beverly, Delanco, Edgewater Park, Riverton	None	9/13/2017	10/11/17	
PERICE	LINDA	Beverly, Delanco, Edgewater Park, Riverton	8/18/2021	2/8/2017		
PERRY	CAROLYN	Grandfathered in Edgewater Park	9/24/2018	2/8/2017		
Ratna	Mathew	Delanco			9/13/17	
RAUE	JENNIFER (N)	Edgewater Park	5/2/2021	2/8/2017		
RIZZO	GREGORY	Beverly, Delanco, Riverton	2/2/2020	2/8/2017		
ROBINSON	RHEALIA(N) N	Delanco, Edgewater Park	4/11/2021	2/8/2017		
SANDERS	CRAIG (N)	Edgewater Park, Riverton	8/10/2021	2/8/2017		
SANDERS	MONICA	Beverly, Delanco, Edgewater Park, Riverton	3/4/2021	2/8/2017		
SCOTT	CHRISTOPHER	Beverly, Delanco, Edgewater Park, Riverton	4/11/2021	2/8/2017		
SCOTT	GERALD	Beverly, Delanco, Edgewater Park	8/4/2019	2/8/2017		

# SEPTEMBER 26, 2017 UPDATED SUBSTITUTE LIST

District Fingerprint Approved Subs

Last Name	First Name	District Fingerprints Approved	Certificate Expiration	BOE & Approval Date	New Approved	Removal Date
SHIVELY	LISA (N)	Beverly, Delanco	5/31/2019	2/8/2017		
SNOWDEN	PAULINE	Delanco, Edgewater Park	6/27/2018	2/8/2017		
SPENCE	DIANE	Beverly, Delanco, Edgewater Park, Riverton	4/8/2019	2/8/2017		
STEWART (Nurse & Teacher)	MARY	Beverly, Delanco, Edgewater Park, Riverton	4/4/2022	Edgewater Park 5/2/2017		
TATTI	KATHY	Beverly, Delanco, Edgewater Park	Never	2/8/2017		
THORN	RENEE'	Beverly, Delanco, Edgewater Park	07/24/2019	Delanco 2/8/2017		
VAN ZYL	PAMELA (N)	Delanco	11/20/2019	2/8/2017		
WENZKE	DONNA	Riverton	12/20/2018	2/8/2017		
WILHELM	BARBARA (N)	Riverton	Never	2/8/2017		
WINKELSPECHT	JOSEPH	Delanco	Never	2/8/2017		
YANSICK	KATHLEEN (N)	Riverton	8/12/2021	2/8/2017		
YOUNG	CHRISTINE	Delanco, Edgewater Park, Riverton	8/4/2020	2/8/2017		
ZITZLER	MARYELLEN	Grandfathered by Edgewater Park	Never	2/8/2017		

October 18, 2017

Dear Ms. Giacobbe,

The purpose of this letter is to formally request maternity leave with the tentative start date of April 23, 2018. The tentative plan is to work up until my tentative due date of April 22, 2018 with my last date on Friday, April 20<sup>th</sup>. Following that date, with the birth of my child, I am requesting 5 weeks of maternity leave. I understand that at this time I do not qualify for Family Medical Leave Act and am requesting to use 10 days of my sick/personal days prior to taking unpaid time.

The tentative plan is to return to complete the school year following the 5 weeks of leave on May 29, 2018 to complete the school year. I plan to complete and hold all Speech only Child Study Team and Individualized Education Plan (IEP) meetings prior to my leave date. I plan to also have completed my portion of all Individualized Education Plans prior to my leave date. I will be available by phone or email to consult with the other members of the Child Study Team to participate in meetings if need be.

At this time, if my application and request is accepted, I would like to return to be a part of Beverly City School for the summer school program. I am thoroughly enjoying and appreciating my part of a wonderful school like Beverly and am honored to be a part of this school and the amazing transformations taking place. I wish to continue to be a member of the teaching staff in the years to come.

If there are any questions or concerns, please contact me at (609)634-0772 or the school email at [cstone@beverlycityschool.org](mailto:cstone@beverlycityschool.org).

Thank you for your consideration.



Caitlin Stone

MA, CCC-SLP

Speech Language Specialist



**Statement of Assurance - School Year 2017-18  
District Information and Score Summary Page**

<b>District Name &amp; District Code</b>	Beverly City School District - 0380
<b>County Name &amp; County Code</b>	Burlington County - 05
<b>District Superintendent Name</b>	Elizabeth C. Giacobbe
<b>District Mailing Address</b>	601 Bentley Avenue
<b>Superintendent Email</b>	egiacobbe@beverlycityschool.org

<b>SOA Area</b>	<b>Score* # of Yes Responses</b>	<b>Score* % of Yes Responses</b>
<b>Instruction and Program</b>	5	100%
<b>Fiscal Management</b>	9	90%
<b>Governance</b>	10	100%
<b>Personnel</b>	5	100%
<b>Operations</b>	20	100%

\* Note: Scores will calculate automatically, based on responses to QSAC indicators.

**NJQSAC Statement of Assurance -- School Year 2017-18**

**District Name: Beverly City School District**

Instruction and Program	Yes or N/A = 1 No = 0	Comments
1. Reports to the district board of education and the public on the performance of all students on the New Jersey standardized testing system (N.J.A.C. 6A:8-3.1).	<b>1</b>	
2. Communicates district graduation requirements to all high school students, their families, and the community annually (N.J.A.C. 6A:8-5.1).	<b>1</b>	N/A as we are a Pre-K - 8th grade district.
3. Implements board-approved new and/or revised curricula that clearly and specifically align with the most recent State Board adopted version of the New Jersey Student Learning Standards (NJSLS) and with the timeline for implementation of curriculum for each content standard (N.J.A.C. 6A:3-3.1).		

(Continued on next page)



**NJQSAC Statement of Assurance -- School Year 2017-18**

Instruction and Program	Yes or N/A = 1 No = 0	Comments
<b>Content Area, Date Standards Were Adopted by the State Board of Education and Required Adoption Date for Districts</b>	Yes or N/A = 1 No = 0	<b>In the boxes below, enter the district board adoption date for each content area. DO NOT ENTER THE ANNUAL READOPTION DATE; ENTER THE MOST RECENT DATE CURRICULUM WAS BOARD ADOPTED TO COMPLY WITH THE MOST CURRENT NJSL STANDARDS.) If the content area has not been aligned to the standards, provide an explanation.</b>
English Language Arts (State adopted on 5/4/2016; district implementation by 9/2017)	<b>1</b>	
Math (State adopted on 5/4/2016; district implementation by 9/2017)		
Science (State adopted on 7/9/2014; district implementation by: 9/2016 for grades 6-12 and 9/2017 for grades K-5)		
Social Studies (State adoption on 7/9/2014; district implementation by 9/2015)		
World Languages (State adoption on 7/9/2014; district implementation by 9/2015)		
Technology (State adopted on 10/1/2014; district implementation by 9/2015)		
21st Century Life and Careers (State adoption on 10/1/2014; district implementation by 9/2015)		
Visual and Performing Arts (State adoption on 7/9/2014; district implementation by 9/2015)		
Comprehensive Health and Physical Education (State adoption on 7/9/2014; district implementation by 9/2015)		

## NJQSAC Statement of Assurance -- School Year 2017-18

Instruction and Program	Yes or N/A = 1 No = 0	Comments
4. Aligns the approved career and technical education program with the State Plan for Career and Technical Education and evaluates the program annually, including the required safety and health program ( <i>N.J.A.C. 6A:19 et seq.</i> ).	1	N/A as we do not offer a CTE program.
5. Has a preschool program plan approved by NJDOE Div. of Early Childhood Education, as per <i>N.J.A.C. 6A:13A-3.1</i> (if district receives State preschool education aid). For those school districts receiving full State funding under the School Funding Reform Act (SFRA) funded per pupil	1	Even though we were not on the list on the QSAC website, we do receive preschool aid and have an approved three-year plan.
<b>Instruction &amp; Program Subtotal</b>	<b>5</b>	
<b>Fiscal Management</b>	<b>Yes or N/A = 1 No = 0</b>	<b>Comments</b>
The district:		
1. Follows a budget calendar that was developed and shared with the board annually and that reflects all applicable legal and management requirements	1	
2. Bases the tuition estimate on an analysis of prior year expenditures and the current year schedule of out-of-district placements from existing contracts.	1	
3. Bases appropriations for capital projects on the district's Long Range Facilities Plan ( <i>N.J.A.C. 6A:26-2.1</i> ) and the comprehensive maintenance plan ( <i>N.J.A.C. 6A:26-20</i> ).	1	
4. Supports other budget lines by a trend analysis of historical expenditures.	1	
5. Includes only line-item transfers or appropriations of surplus for new programs and initiatives contained in the original budget certified for taxes (excluding transfers for health and safety related items and awards of additional state aid or grants for new purposes.	1	
6. Submits initial applications, revisions and final reports for all entitlement and discretionary grants in a timely manner.	1	

**NJQSAC Statement of Assurance -- School Year 2017-18**

<b>Fiscal Management</b>	<b>Yes or N/A = 1 No = 0</b>	<b>Comments</b>
7. Maintains separate accounts and keeps records, by grant (IDEA, Title I, IDEA-ARRA, Education Jobs Funds, etc.) and location as required (Title I, etc.), and/or consolidates accounts for approved school-wide programs as allowed in accordance with the approved budget.	<b>1</b>	
8. Expends federal funds consistent with the approved indirect cost rate.	<b>1</b>	
9. At a minimum, performs a semi-monthly review of the budget status (budget to actual) to ensure that sufficient appropriations are available.	<b>1</b>	
10. Approves purchase orders approved only by the purchasing agent and issued in advance of goods received or services rendered and encumbered for the full contractual amount. There are no confirming orders.	<b>0</b>	
<b>Fiscal Management Subtotal</b>	<b>9</b>	
<b>Governance</b>		
The district:		
1. Establishes policies and procedures for the provision of educational programs and services to all students (N.J.A.C. 6A:7 et.seq).	<b>1</b>	
2. Establishes a nepotism policy (N.J.A.C. 6A:23A-6.2)	<b>1</b>	
3. Follows all requirements for the annual organization meeting (N.J.S.A. 18A:10-3 et seq. and 15-1 et seq.).	<b>1</b>	

## NJQSAC Statement of Assurance -- School Year 2017-18

Governance	Yes or N/A = 1 No = 0	Comments
4. Drafts minutes of all meetings, including executive sessions, that reflect all board actions and makes the minutes publicly available within two weeks or by the next board meeting (N.J.S.A. 18A:17-7). When appropriate, the board obtains public input and provides information to district staff as it relates to community expectations. The board also implements the Open Public Records Act (OPRA) pursuant to N.J.S.A. 47:1A-1 et seq.).	<b>1</b>	
5. Requires each board member and administrator to file a timely and properly completed financial and personal/relative disclosure statement each year (N.J.S.A. 18A:12-26). Annually discusses the School Ethics Act and has not been found in violation of the School Ethics Act (N.J.S.A. 18A:12-22).	<b>1</b>	
6. Establishes a travel and related expense reimbursement policy and ensures school board members and all employees operate in accordance with that policy (N.J.S.A. 18A:11-12 and N.J.A.C. 6A:23A-7).	<b>1</b>	
7. Submits new, renegotiated, amended, altered or extended contracts for superintendents, deputy superintendents, assistant superintendents and school business administrators to the Executive County Superintendent (ECS) for review and approval. Takes no formal action to approve or implement such contracts prior to ECS review and approval (N.J.S.A. 18A:7-8, N.J.A.C. 6A:23A-3.1).	<b>1</b>	
8. Approves appointments and transfers, and removes or renews certificated and non-certificated officers and employees only by a roll call majority vote of the full membership of the board upon the recommendation of the Chief School Administrator and acts within 60 days of the CSA's recommendation (N.J.S.A. 18A:27-4.1).	<b>1</b>	

**NJQSAC Statement of Assurance -- School Year 2017-18**

<b>Governance</b>	<b>Yes or N/A = 1 No = 0</b>	<b>Comments</b>
9. Approves the monthly board secretary's and treasurer's reports within 60 days of month's end and certifies in the minutes that the major funds (general fund, special revenue and capital projects fund) have not been over-expended ( <i>N.J.A.C. 6A:23A-16.10</i> ).	<b>1</b>	
10. Conducts a public hearing on the proposed budget and formally adopts the budget at a public meeting ( <i>N.J.A.C. 18A:22-7 et seq. and N.J.A.C. 23A:8-1</i> ).	<b>1</b>	
<b>Governance Subtotal</b>	<b>10</b>	
<b>Operations</b>		<b>Comments</b>
The district:		
1. Conducts all required trainings for school district employees ( <i>N.J.S.A. 18A and N.J.A.C. 6A</i> ).	<b>1</b>	
2. Submits all required NJSMART files by the due dates and has an error rate of less than 2% for each file.	<b>1</b>	
3. Adopts and distributes to all school staff, students and parents a code of student conduct that contains all required elements ( <i>N.J.A.C. 6A:16-7.1</i> ).	<b>1</b>	
4. Collects and reports annually, incidents of violence, vandalism, substance abuse and disruptive behavior to the NJDOE on the Electronic Violence and Vandalism Reporting System (EVVRS). Reports to the board all incidents from the previous year, annually at a public hearing. Analyzes these incidents and identifies activities to address them ( <i>N.J.A.C. 6A:16-5.3</i> ).	<b>1</b>	

## NJQSAC Statement of Assurance -- School Year 2017-18

Operations	Yes or N/A = 1 No = 0	Comments
5. Develops and implements policies and procedures prohibiting harassment, intimidation and bullying (HIB); distributes them to students, parents and staff; and posts the policies and procedures on the district's website ( <i>N.J.S.A. 18A:37-14-18 and N.J.A.C. 6A:16-7.7</i> ).	<b>1</b>	
6. Satisfies all requirements of the Gun-Free Schools Act, 20 USC 7151 and the Title IV Section 4141 of NCLB ( <i>N.J.S.A. IBA:37-7-12 and N.J.A.C. 6A:16-5.5</i> ).	<b>1</b>	
7. Provides for the safety and protection of students through the annual review, development and implementation of a memorandum of agreement (MOA) with law enforcement and implementation of board-approved policies to facilitate cooperation between school staff and law enforcement ( <i>N.J.A.C. 6A:16-6.2</i> )	<b>1</b>	This has been delayed from the NJDOE, but will complete as soon as the newly revised MOA is established.
8. Implements procedures to review and resolve transportation incidents to avoid safety violations and ensures the safety of children including but not limited to meeting Motor Vehicle Commission requirements for bus driver inspections before loading and after drop-off and evacuation drills ( <i>N.J.A.C. 6A:27-11 and 12.1(g)</i> ).	<b>1</b>	We are a walking district, but provide a bus drill annually.
9. Adopts and implements policies and procedures designed to report missing and abused children to law enforcement and child welfare authorities. Appoints and school district liaison and provides training to district employees, volunteers and interns working in the school district ( <i>N.J.A.C. 6A:16-11</i> ).	<b>1</b>	
10. Provides school health services, screenings and examinations to identify the need for medical services for public and nonpublic students. Maintains student health records ( <i>N.J.A.C. 6A:16-2.1 et seq</i> ).	<b>1</b>	
11. Implements the NJDOE-approved school health nursing services plan ( <i>N.J.A.C. 6A:16-2.1(b)</i> ).	<b>1</b>	
12. Implements a board-approved comprehensive guidance and academic counseling program for all students ( <i>N.J.A.C. 6A:8-3.2</i> ).	<b>1</b>	

# NJQSAC Statement of Assurance -- School Year 2017-18

Operations	Yes or N/A = 1 No = 0	Comments
13. Coordinates a comprehensive career education and counseling program with transition services for students with disabilities beginning at age 14 or younger as determined by the Individualized Education Program team (N.J.A.C. 6A:14-3.7(e)11-13).	<b>1</b>	
14. Ensures that each school building has a multidisciplinary team (such as Intervention and Referral Services Team, Pupil Assistance Team and School Resource Committee) as part of its coordinated system for the planning and delivery of intervention and referral services/NJAC 6A:16-8.	<b>1</b>	
15. Provides educational services, either in school or out of school, within five days of the student's removal for disciplinary reasons or absence due to chronic or temporary illness(N.J.A.C. 6A:16-7.2; 7.3 and 10). If the district is a County Special Services School District, it develops and implements procedures for notifying resident district of disciplinary removals or absences due to chronic or temporary illness.	<b>1</b>	
16. Forwards all student records, including disciplinary records, to the school district to which the student has transferred within 10 school days after the transfer has been verified by the requesting school district. Forwards disciplinary records, with respect to suspensions and expulsions, to nonpublic schools (N.J.A.C. 6A:32-7.5(f)10iii and 6A:16-7.10).	<b>1</b>	
17. Provides services and programs to nonpublic school students in accordance with Chapter 192 Auxiliary Services(N.J.S.A. 18A:46A-1 et seq. and N.J.A.C. 6A:14-6.1 et seq) and Chapter 193 Remedial Services for the Handicapped (N.J.S.A. 18A:46-19.1 et seq and N.J.A.C. 6A:14-6.1).	<b>1</b>	

## NJQSAC Statement of Assurance -- School Year 2017-18

Operations	Yes or N/A = 1 No = 0	Comments
18. Disseminates information about and implements a comprehensive alcohol, tobacco and other drug abuse program. Adopts and disseminates to all school staff, students and parents policies and procedures for the prevention, assessment, intervention, referral for evaluation referral for treatment, discipline for students using alcohol or other drugs and continuity of care ( <i>N.J.S.A. 18A:40A-B and N.J.A.C. 6A:16-1.4(a)18; 6A:16-3-4</i> ).	1	
19. Annually reviews, revises or develops, and implements safety and security plans, procedures and mechanisms in consultation with law enforcement, health, social service and emergency management agencies and other community members, including parents( <i>N.J.A.C. 6A:16-5.1 et seq</i> ).	1	
20. Implements the NJDOE-approved Comprehensive Equity Plan (CEP) designed to eliminate discrimination according to race, age, creed, color, national original, ancestry, marital status, affectional or sexual orientation, gender, religion, disability, socioeconomic status, pregnancy or parenthood ( <i>N.J.A.C. 6A:7-1.4</i> ).	1	
<b>Operations Subtotal</b>	<b>20</b>	
<b>Personnel</b>		
The district:		
1. Utilizes board-approved job descriptions and standards for appointment of each teaching staff member, substitute teacher and other staff including paraprofessional positions. Ensures that all staff are appropriately certified and credentialed for their assignment ( <i>N.J.A.C. 6A:32-4 and N.J.A.C. 6A:9-6.5</i> ).	1	
2. Confirms that new employees have a successful criminal history record check within three months of employment and that they have not been disqualified for employment ( <i>N.J.S.A. 18A:6-7.1 et. seq., 18A:39-19.1 and 18A:6-4.13 et. seq.</i> ).	1	
<b>Comments</b>		



NJQSAC Statement of Assurance -- School Year 2017-18

Personnel	Yes or N/A = 1 No = 0	Comments
3. Adopts written policies and procedures for the physical examination of new and existing employees and maintains personnel health records in a secure separate location from personnel files (N.J.A.C. 6A:32-6.2 and 6.3).	<b>1</b>	
4. Adopts policies and procedures for the annual evaluation of all tenured and non-tenured teaching staff members by appropriately certified personnel. Distributes the policies to all tenured teaching staff members, <u>including</u> administrators and supervisor, by October 1 (N.J.A.C. 6A:10).	<b>1</b>	
5. Uses multiple data sources, (e.g., test scores, needs assessments, attendance data, violence reports) to address current and projected needs and priorities for all school/district staff when providing professional development opportunities. Uses the data sources to analyze the alignment of the district's Professional Development Plan with teaching staff needs (N.J.A.C. 6A:9-15 <i>et seq.</i> ).	<b>1</b>	
<b>Personnel Subtotal</b>	<b>5</b>	

# NJ QUALITY SINGLE ACCOUNTABILITY CONTINUUM STATEMENT OF ASSURANCE - SCHOOL YEAR 2017-18

## DECLARATION PAGE

TYPE COUNTY NAME TYPE DISTRICT NAME

By signing below, the Chief School Administrator and Board President are affirming the accuracy of this document.

POSITION	NAME	SIGNATURE
Chief School Administrator	Elizabeth C. Giacobbe	
Board of Education President	Richard Wolbert	

Board Resolution Date: October 18, 2017

**Beverly City  
School District**

**Nursing Services Plan  
2017-2018**

(NJAC 6A:16-2.1 through 2.5)

**District Contact Person:**  
*Ms. Elizabeth Giacobbe*

**School Nurse:**  
*Mrs. Jamie Weller*

**Board of Education Approved  
On October 18, 2017**

# Beverly City Public School District Nursing Services Plan 2017-2018

(NJAC 6A:16-2.1 through 2.5)

**District Name: Beverly City School District**

**School Year: 2017-2018**

**Board of Education Approval Date: October 18, 2017**

**District Contact Person: Ms. E. Giacobbe**

**Superintendent of Beverly City School District**

**I. Description of Basic Nursing Services Provided to All Students: (N.J.A.C. 6A 16-2.1 (b) 2 (i)) Basic services: NJAC and NJSA, federal law, Nurse Practice Act of New JERSEY and N.J. Sanitation Code.**

The Beverly City Board of Education provides nursing health-care services as outlined below:

<b>A. Health Records (N.J.A.C. 8:57-4.1 through 4.20)</b>	
1. Maintain and review student health documents	(N.J.A.C. 6A:16-2.2 (g))
a) State of New Jersey Health History and Appraisal record i.e., A-45 cards	(N.J.A.C. 6A:16-2.2 (g))
b) Immunization record	(N.J.A.C.:16-2.2 (a))
c) Medical history	
d) Conduct and record health screenings (i.e., height, weight, hearing, vision, scoliosis and blood pressure as per current NJ statues)	(N.J.A.C. 6A:16-2.2 (k))
e) Physical examinations for:	
(1) Athletic Pre-Participation Physical Examination Form Part A & B as part of student's health record	(NJAC 6A:16-2.2 (f) 6) and (N.J.A.C. 6A:16-2.2 (h) 1)
(2) New or transfer student	(N.J.A.C. 6A:16-2.2 (h) 2)
(3) Working Papers health exam	(N.J.A.C. 6A:16-2.2 (h) 3)
(4) Comprehensive child study team evaluation	(N.J.A.C. 6A:16-2.2 (h) 4)
(5) Evaluation of student suspected of being under the influence of alcohol or a controlled dangerous substance	(N.J.A.C. 6A:16-2.2 (h) 5)
f) Transference and request of health records i.e. A-45 and current physical exam	(N.J.A.C. 6A:16-2.4 (d))
g) Adherence to Family Education Rights and Privacy Act	FERPA- 20 U.S.C.§1232g, 34 CFR Part 99, N.J.A.C. 6A:16-2.2 (h) 5 and N.J.A.C. 6A:32-7)
2. Determine student status for admission or retention with	N.J.A.C. 8:57-4; N.J.A.C.

unacceptable evidence of immunizations	8:57-4.3 and 4.4
3. Conduct tuberculosis testing as directed by the NJ DHSS	N.J.S.A. 18A:40-16 & N.J.A.C. 6A:16-2.2 (a)
B. Medications, health care treatments, procedures and care:	N.J.A.C. 6A:16-2.1 (a) 2
1. Administer authorized medications, health care treatments and care	N.J.A.C. 6A:16-2.1 (a) 2
2. Approval of self-administered medications	N.J.A.C. 18A:40-12.3 & 12.4 & N.J.A.C. 6A:16-2.1 (a) 2v
3. Delegation of care to ancillary nursing personnel (...the registered professional nurse may delegate selected nursing tasks in the implementation of the nursing regimen to licensed practical nurses and ancillary nursing personnel.)	N.J.A.C. 13: 37-6.2; NJ. BON- Ch. 25- 8:39-25.2
4. Designate and educate annually epinephrine auto injector delegates	N.J.S.A. 18A:40-12.5 & 12.6
5. Designate and train annually glucagon delegates	N.J.S.A.18A:40-12.11-12.21
6. Educate annually all bus drivers who transport diabetic children, in the treatment of hypoglycemia, emergency procedures and supply parent contact information	N.J.S.A.18A:40-12.11-12.21
A. Review & create IHP/IEHP: Do Not Resuscitate (DNR) orders	N.J.A.C. 6A:16-2.1 (a) 3
B. Provide Health Care	N.J.A.C. 6A:16-2.1 (a) 4
1. Provide nursing health care and execute medical regimens to students as per: NJ Nurse Practice Act, District Collaborative Standing Orders, IHP, IEHP, and Medical Home Practitioner's orders.	N.J.A.C. 6A:16-2.1 (a) 4 (ii), N.J.A.C. 6A:16-1.4 (a) and N.J.S.A. 45:11-23.- New Jersey Board of Nursing Statutes
2. Isolate, exclude and re-admit any student or employee with a communicable disease	N.J.A.C. 6A:16-1.4 (a))
3. Report "Reportable Communicable Disease" to County health officer	N.J.A.C. 8:57-1 & N.J.A.C. 6A:16-2.2 (d))
4. Arrange for transportation and supervision of students in need of emergency health care	N.J.A.C. 6A:16-2.1 (a) 4 (iii)
5. Notify parents of need for emergency care	N.J.A.C. 6A:16-2.1 (a) 4 (iv)
6. Administer emergency medications i.e., anaphylaxis (epinephrine), glucagon, insulin or asthma medications.	N.J.A.C. 6A:16-2.1 (a) 4 (v); N.J.S.A. 18A:40-12.11-12.21
7. Concussion Management	NJSA 18A:40-41.3
8. Write and update annually student individualized health care plans (IHP's) and individualized emergency health care plan (IEHP's) for student's medical needs.	N.J.A.C. 6A:16-2.3 (b) 5 (xiii)
9. Establish, annually review and implement Standards of Care/Collaborative Standing Orders with the School physician for deliverance of daily and emergency health care	N.J.A.C. 6A:16-2.3 (b)xi
10. Ensure that there is an accessible and maintained AED in the school building and there are trained AED delegates as stated in the law by 9-1-2014	P.L.1999, c.34 (C.2A:62A-24
C. Administer asthma related care	N.J.A.C. 6A:16-2.1 (a) 5
1. Obtain training for administration of medication via	N.J.S.A.18A:40-12.8 (a) &

nebulizer	N.J.A.C. 6A:16-2.1(a) 5(i)
2. Maintain one nebulizer per school	N.J.A.C. 6A:16-2.1 (a) 5
3. Require Students to have a current “Asthma Action Plan”	N.J.A.C. 6A:16-2.1 (a) 5 (iii)
D. Health history and examinations	N.J.S.A. 18A:40-4, NJSA 18A:35-4.8, N.J.A.C. 6A:16-2.2 and N.J.A.C. 6A:16-2.1 (a) 6
1. Provide health examination for student’s without medical homes	N.J.A.C. 6A:16-2.2 (f) 6
2. Maintain Athletic Pre-Participation Physical Examination Form Part A & B as part of student’s health record	N.J.A.C.6A:16-2.2 (f) 6
3. Maintain A-45 health records	N.J.A.C. 6A:16- 2.2(g)
4. Concussion management: diagnosis, treatment and follow-up records and “Return To Play” restrictions	P. L. 2010, Ch. 94 N.J.S.A. 18A: 40-41.4
E. Establish and maintain procedures for universal precautions	N.J.A.C.6A:16-2.1 (a) 7
1. Establish and maintain procedures for Universal Precautions	OSHA and POSH regulations: 29 CFR 1910.1030
F. Provide nursing services to nonpublic school located in district	N.J.A.C. 6A:16-2.1 (a) 8
G. Instruct students/ teachers/staff on mandated topics:	N.J.A.C. 6A:9-13.3, N.J.S.A. 18A:40-3; and N.J.A.C. 6A:16-2.3 (b)5 (xv)
1. Blood Borne Pathogens communicable diseases,	OSHA and POSH regulations: 29 CFR 1910.1030
2. Asthma Management	N.J.S.A.18A:40-12.9
3. Anaphylaxis to Foods/Substances- allergy management	N.J.S.A. 18:40 A-3 & 15; N.J.A.C.6A16-2.3
4. Child Abuse	Title 6A-11.1 & N.J.S.A. 9:6-8.10
5. Diabetes Management- Glucagon Law	N.J.S.A. 18A:40-12.11-12.21
6. Concussion Identification And Management	<u>P.L.1984, c.203 (C.45:9-37.35 et seq.) N.J.S.A. 18A:40-41.1</u>
7. Sudden Cardiac Death management- AED’s/CPR	PL2009-Chp 260; N.J.S.A. 18A:40-41
8. Hygienic Management Plan	
9. Nursing Service Plan	NJAC 6A:16-2.1 through 2.5
10. Immunizations	
11. Student Physicals/Medical Records/ Privacy FERRPA & HIPPA	Individual Educational Record Series Description and Series/ Retention and Disposal of records: # M700106-001
12. Epinephrine Delegates	N.J.S.A. 18:40 A-3 & 15; N.J.A.C.6A16-2.3
13. AED delegates trained as 9-1-2014 (Janet’s Law)	P.L.1999, c.34 (C.2A:62A-24
H. Mandated professional development projects:	
1. PLC Project and Presentation for 100 hrs. edu	N.J.A.C. 6A:9-15.1 et seq.
2. Achieve NJ establish SGO’s: ( <i>only for those district requiring SGO’s for school nurses</i> )	"Teacher Effectiveness and Accountability for the Children

<p><i>“Student Growth Objectives (SGOs) are academic goals for groups of students that are aligned to state standards and can be tracked using objective measures.”</i> AN ACT concerning school employees, revising various parts of the statutory law, and supplementing chapters 6 and 28 of Title 18A of the New Jersey Statutes</p>	of New Jersey" Act (TEACHNJ Act )
I. Provide information for:	
1. NJ Family Care Program	N.J.A.C. 6A:16-2.2 (i)
2. Pregnancy Assistance/Safe Haven	
<p>J. Implementation of the Nurse Practice Act:  The practice of nursing as a registered professional nurse is defined as <b>diagnosing and treating human responses to actual or potential physical and emotional health problems, through such services as case-finding, health teaching, health counseling, and provision of care supportive to or restorative of life and well-being, and executing medical regimens as prescribed by a licensed or otherwise legally authorized physician or dentist.</b>  Diagnosing in the context of nursing practice means that identification of and discrimination between physical and psychosocial signs and symptoms essential to effective execution and management of the nursing regimen. Such diagnostic privilege is distinct from a medical diagnosis. Treating means selection and performance of those therapeutic measures essential to the effective management and execution of the nursing regimen. A human response means those signs, symptoms, and processes which denote the individual's health need or reaction to an actual or potential health problem.</p>	N.J.S.A. 45:11-23.- New Jersey Board of Nursing Statutes
B. Certified School Nurse Functions as Certified School Nurse (CSN) and Registered Nurse	N.J.S.A. 45:11-23.- New Jersey Board of Nursing Statutes
1. Nursing Diagnosis /Case-finding of actual or potential physical health problems	N.J.S.A. 45:11-23
2. Provision of nursing care for actual or potential emotional health problems	N.J.S.A. 45:11
3. Health teaching in health office	N.J.S.A. 45:11
4. Health teaching in classroom	N.J.S.A. 45:11
5. Health counseling	N.J.S.A. 45:11

## II. Summary of Nursing Services Required to Address Specific Health Care Needs of Individual Students (N.J.A.C. 6A:16-2.1 (b)2 (ii))

The Beverly City Board of Education provides the following health care services to address student needs.

Services Required to Address Specific Health Care Needs of Individual Students with acute care needs, chronic illness, special health needs, procedures and administration of medications, procedures or treatments.	Beverly City Elem. School	Beverly City Middle School
Daily practice- <u>multiple</u> students treated on a daily basis	daily	daily
First-Aid, splinting, Ace-wrap etc.	daily	daily
Nursing Diagnosis /Case-finding of actual or potential physical health problems	daily	daily
Provision of nursing care for actual or potential emotional health problems	daily	daily
Health counseling	daily	daily
Health teaching in health office	daily	daily
Dental: tooth avulsion, caries, braces, etc.	daily	daily
Medication Administration – PRN, diabetes, asthma, allergy/anaphylaxis, pain, gastro-intestinal, topical, etc.	daily	daily
Health Screenings Ht., Wt., & BP yearly	176	114
Visual Acuity screening K, 2, 4, 6, 8, 10- yearly	114	56
Auditory screening K, 1, 2, 3, 7, 11- yearly	157	28
Scoliosis screening biennially age 10-18- yearly	0	58
Concussion Testing and Referral	Varies	Varies
Diabetic Glucose testing, insulin pump management	0	0
Mantoux/PPD testing- yearly	n/a	n/a
Medication Administration- Scheduled daily, PRN's, OTC's	Varies – currently 14, but will rise as parents submit forms	Varies – currently 3, but will rise as parents submit forms
Peanut/Tree Nut Allergy- potential Anaphylaxis students	3	2
Seasonal allergic students	17	19
Asthma Care/ Peak flow measurements/ students	38	23
Tube feedings/ Urinary catheterization	0	0
Cardiac Care students	0	1
Referrals for vision evaluations- yearly	Varies	Varies



Referrals for hearing evaluations- yearly	Varies	Varies
Referrals from IEP/504/I&RS for vision & hearing evaluations, & health summary	Varies – approximately 20 total	
Referral for Alcohol and drug use/abuse testing or pregnancy- yearly	Varies	Varies
Sport Physicals processed -yearly	0	24 last year
Health teaching in classroom-yearly	Varies	Varies

### **III. Emergency Management (N.J.A.C. 6A 16-2.1 (b) 2 (iii))**

The Beverly City Board of Education provides for emergency services as follows:

#### **A. Acute Care Management Plan:**

1. Creation and maintenance of an Emergency Management Kit (“Go-box”, crash cart, etc.) for utilization in Crisis, Emergency Evacuations, or and Shelter-In-Place situations
2. Cardiac or Respiratory Distress Action Plan
  - a) AED’s (Automatic External Defibrillators) deployment and delegates trained
  - b) CPR trained school nurse (NJAC 6A:13.3)
  - c) Universal Precautions trained staff
  - d) CPR trained coaches/athletic trainers/teachers/staff
3. Concussion training for staff and Management of current in-service certificates for coaches, PE teachers, nurses

#### **B. IEHP’s/Chronic Care Management Plans:**

1. Epinephrine Auto-Injector/ Anaphylaxis Action Plan
2. Asthma Action Plan
3. Asthma Nebulizer trained nurses
4. Diabetic Action Plan- Glucagon
5. Lock-Down Health Care Action Plan
6. Shelter-In –Place Health Care Action Plan

#### **C. District Crisis Management Plan:**

1. Triage Action Plans are in the District Crisis Management Plan

#### **D. Community Rescue Squad and Emergency Paramedic Services**

1. Endeavor EMS

#### IV. Detailed Nursing Assignments Sufficient to Provide Health Services

(N.J.A.C. 6A 16-2.1 (b) 2 (iv), N.J.A.C. 6A:16-2.1 (b)3, N.J.A.C. 6A:16-2.3)

The Beverly City Board of Education provides health services to the district's students as outlined below:

Schools →		Beverly City Elementary School	Beverly City Middle School	n/a	Out of District
Grade levels		Pre-K Disabled to 4 <sup>th</sup> Gr.	5 <sup>th</sup> – 8 <sup>th</sup> Grade	9-12 Gr.	Multiple grades
Special Ed classes		Integrated Pre-K , K/1 self-contained, 3-5 self-contained; resource	6-8 self-contained; resources		25
Enrollment number as of Oct. 1 <sup>st</sup> .		176	114		
<b>Number of students receiving:</b>					
Special Services/ IEP's		54			25
504's		9			N/A
I&RS		Varies			N/A
IHP's		3 in addition to asthma plans			N/A
IEHP's		18			N/A
<b>Nursing Assignments- number of:</b>					
NJAC 6A:9-13.3	Certified School Nurse- CSN	1	1	n/a	n/a
	Registered Nurse- not CSN	0	0	0	0
	Licensed Practice Nurse- LPN	0	0	0	1
NJAC 6A:9-13.3 (b)	CPR Certified	7	7	n/a	n/a
NJAC 6A:9-13.3 (b)	AED Certified	7	7	n/a	n/a
NJAC	Asthma Nebulizer trained	1	1	n/a	n/a
<b>Unlicensed Assistive Personnel Assignments</b>					
Nursing Assistants		0	0	0	0
Health Aides		0	0	0	0

#### V. Nursing Services and Additional Medical Services provided to Non-Public Schools

##### A. Non-public nursing services (NJAC 6A 6A:16-2.3 (b) through (d))

1. Non-public nursing services are not provided in Beverly City as there are no non-public schools in the town boundaries.

#### VI. Additional District Nursing Services Information:

##### A. Nursing services provided to Teacher/Staff

1. acute and chronic health care
2. flu vaccinations

3. health teaching and counseling
4. staff -in-services



QUOTE DATE: 04/12/17

FROM: Alex Schoenfeld -- alex.schoenfeld@pearson.com  
 Account Executive  
 609-240-9346  
 Schoolnet  
 NCS Pearson, Inc.  
 PO Box 6820  
 Chandler, AZ 85226

TO: Kerri Lawler  
 Director of Curriculum and Instruction  
**Beverly City School District**  
 601 Bentley Avenue  
 Beverly City, NJ 08010

**Preliminary ESTIMATE for Software and Services**

Pearson is pleased to provide your District with the following price estimate. This estimate includes pricing for software modules, support services, and professional development. The pricing is based on initial information gathered during the sales process. Prices may change as Pearson and the District further refine the solution -- number of students enrolled, software selection, implementation goals, milestones, etc. will impact final pricing and renewal pricing. Outyear pricing shown below is for budgeting purposes only and will be finalized annually based on current enrollment and project scope.

2016 v2.1.2

Number of Students: 235				Total
July 1 2017 - June 30 2018				
<b>Software &amp; Content Solutions</b>				
Annual License Fee				
Schoolnet Instructional Management Suite (IMS)	\$	900.05		\$ 900.05
				-
				-
				-
				-
				-
<b>Project Management Services</b>				
				-
				-
<b>Professional Development (PD) Services</b>				
				-
				-
				-
				-
				-
<b>TOTAL WITHOUT OPTIONAL SOLUTIONS</b>	<b>\$</b>	<b>900.05</b>	<b>\$ - \$ - \$ - \$ - \$ -</b>	<b>\$ 900.05</b>

**Optional Assessment Content Solutions**

Pricing is based on Hosting by Pearson

Email: K12customerservice@pearson.com  
 Fax: 1-877-260-2530  
 Mail: Pearson Education, P.O. Box 6820,  
 Chandler, AZ 85246

The breakdown of the Fees set forth in the above pricing is a trade secret of Pearson and is not subject to disclosure by the District.





**Subscriber Agreement ("Agreement")  
made 09/26/2017 between Discovery Education, Inc. ("Discovery") and  
BEVERLY CITY SCHOOL DISTRICT, NJ ("Subscriber")**

1. Subject to the terms and conditions of this agreement, Discovery grants to Subscriber, and the educators, administrators, and students (collectively, "Users") enrolled in the school(s) listed in Exhibit A hereto (the "Community") a limited, non-exclusive, terminable, non-transferable license to access Discovery Education Streaming via the website currently at <http://streaming.discoveryeducation.com>, or by any other means on which the parties may agree, and to use Discovery Education Streaming as set forth in the Subscription Services Terms of Use located at [http://www.discoveryeducation.com/aboutus/terms\\_of\\_use.cfm](http://www.discoveryeducation.com/aboutus/terms_of_use.cfm), as Discovery may revise such Subscription Services Terms of Use from time to time (the Discovery Education Subscription Services "Terms of Use").
2. The "Term" shall be 09/01/2017 through and including 08/31/2018.
3. The pricing for this license (the "Fees") shall be as follows:

**Discovery Education Streaming PLUS**

Number of Schools	Service Description	Price per Year	Total
	Discovery Education Streaming Plus HS License	\$3,150.00	
1	Discovery Education Streaming Plus K-8 License	\$2,600.00	\$2,600.00
		<b>Total</b>	<b>\$2,600.00</b>

4. The Fees are non-cancellable and are due and payable to Discovery within 30 days of receipt of invoice.
5. Subscriber may add schools in the district to this Agreement by written notice to Discovery, setting forth the name and address of the applicable school, the grade level of such schools, the number of students enrolled in each school, and the commencement date of the term for such schools (each, a "School Notice," and which may be submitted in the form of a purchase order). Upon receipt of a School Notice, the schools referenced therein shall be added to this Agreement and their Licenses shall become effective. Fees for additional schools will be prorated, based upon the number months in the term of the License for such additional school. The Fees for the additional schools shall be due and payable no later than thirty (30) days after the commencement date.
6. All other terms and conditions governing this license shall be as set forth in the Terms of Use, and this Agreement, together with the Terms of Use constitute the complete and exclusive terms of the agreement between the parties regarding the subject matter and supersedes all other prior and contemporaneous agreements, negotiations, communications or understandings, oral or written, with respect to the subject matter hereof. There shall be no modifications to this Agreement unless they are in writing, and duly signed by both parties. In no event shall the terms and conditions of a purchase order or any other purchase agreement amend or modify the terms and conditions of this Agreement or the Terms of Use. In the event of a direct conflict between the terms of this Agreement and the terms of the applicable then-current Terms of Use, the terms of this Agreement shall control.
7. While Subscriber acknowledges that no student personal information is required for the use of any of the basic Discovery Education services, in the event Subscriber or its Users elect to use any of the functionality within the Discovery Education services which provide personalized pages, individual accounts, other user-specific customization, or otherwise submit or upload information (all such data is generally limited to the following: school name, first name, last name, grade level), Subscriber represents and warrants that Subscriber has all necessary authorization to provide to Discovery any information it provides through Discovery services in order to use such functions. Consent is required for the collection, use and disclosure of personal information obtained from children through certain online services, and to the extent required, Subscriber consents to Discovery's use of such information in the course of providing the Discovery Education services. Discovery agrees to use any student personal information and data provided to it by Subscriber in compliance with (i) the Children's Online Privacy Protection Act of 1988 ("COPPA"), the Family Educational Rights and Privacy Act of 1974 ("FERPA"), Children's Internet Protection Act ("CIPA") and any other laws, regulations and statutes, all solely to the extent applicable, and (ii) Discovery's standard terms of use and privacy policy.



- 8. Discovery understands that government entities, such as Subscriber, may be required to disclose information pursuant to applicable open records acts. Prior to any such disclosure, Subscriber shall make any claim of privilege that may be applicable to prevent such disclosure and will make reasonable efforts to give Discovery reasonable prior notice and a reasonable opportunity to resist such disclosure. In all other respects, all provisions of this Agreement ("Confidential Information") shall be kept strictly confidential by Subscriber and may not be disclosed without prior written consent, except for any disclosure required by any order of a court or governmental authority with jurisdiction over Subscriber.
- 9. Subscriber certifies that Subscriber is exempt from all federal, state, and local taxes and will furnish Discovery with copies of all relevant certificates demonstrating such tax-exempt status upon request. In the event Subscriber is not exempt from certain of such taxes, Subscriber agrees to remit payment for such taxes to Discovery.
- 10. This Agreement contains the entire understanding and supersedes all prior understandings between the parties relating to the subject matter herein. The terms and conditions set forth herein shall not be binding on Discovery, or any of its affiliates, until fully executed by an authorized signatory for both Subscriber and Discovery (or its applicable affiliate). Signatures may be exchanged in counterparts. Signatures transmitted electronically by fax or PDF shall be binding and effective as original ink signatures.

BEVERLY CITY SCHOOL DISTRICT

DISCOVERY EDUCATION, INC.

By: \_\_\_\_\_  
(Signature Required)

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**RETURN THE ATTACHED EXHIBIT A WITH THIS SIGNED AGREEMENT**

Billing Entity: \_\_\_\_\_

Billing Entity Address: \_\_\_\_\_

\_\_\_\_\_

Billing Entity Phone Number: \_\_\_\_\_

**Ref. No. O6UJ9C002ENF**





EXHIBIT A  
LICENSED SCHOOLS

DISCOVERY EDUCATION SCHOOL INFORMATION REQUIRED			
SCHOOL NAME	ADDRESS	GRADE LEVELS	NO. OF STUDENTS
BEVERLY CITY SCHOOL	601 BENTLEY AVE, BEVERLY, NJ 08010	PK - 08	227

PLUS  
X

Please add additional pages as necessary

RETURN THE ATTACHED EXHIBIT A WITH THIS SIGNED AGREEMENT

THE TERMS AND CONDITIONS SET FORTH HEREIN SHALL NOT BE BINDING ON DISCOVERY EDUCATION, INC., OR ANY OF ITS AFFILIATES, UNTIL FULLY EXECUTED BY AN AUTHORIZED SIGNATORY FOR BOTH SUBSCRIBER AND DISCOVERY EDUCATION, INC. (OR ITS APPLICABLE AFFILIATE).



### Schedule of Programs – Wednesday October 25, 2017

Key: I/G (Integrated/General Science), B/LS (Biology/Life Science), C (Chemistry), E/SS (Earth/Space Science), ENV (Environmental Science), P/PS (Physics/Physical Science), SL/SUP Science Leaders/Supervision, T (Technology)

8:00 - 9:00

- (90) 9-12 B/LS, ENV Hands-On  
**Algae Blooms: Upsetting the Delicate Balance Between Photosynthesis and Respiration**  
 Students' misconceptions of the relationship between photosynthesis and respiration can inhibit understanding algae blooms and the problems caused. Teach your students the basics of both with algae beads.  
**Presenter(s):** Sherri Andrews
- (91) Not Grade Specific T, STEM/STEAM Lecture  
**Augmented Reality in the Classroom**  
 AR puts virtual information onto your view of the real world and has the potential to change the way we learn. Come explore/try current AR tech, and take a glimpse into what to expect in the years to come.  
**Presenter(s):** Jason Kries
- (92) 6-8 E/SS, I/G Hands-On  
**Connecting Science Content with Crosscutting Concepts**  
 Engage students to make real world connections between natural phenomena, earth's systems and crosscutting concepts. Develop performance expectations, assessments & SGOs. Applies to all science domains.  
**Presenter(s):** Robert Chernow; Anne V. Richardson
- (93) 6-8 B/LS Hands-On  
**The Meiosis Amazing Race**  
 Students discover Meiosis as they engage in an inquiry based Amazing Race including challenges to pass checkpoints. Race is won by demonstration of crossing over and the creation of 4 unique cells using gummy worms.  
**Presenter(s):** Lori Weiner; Alyssa McAloney
- (94) 6-8 NGSS, C Hands-On  
**NGSS Middle School Modeling States of Matter**  
 We will explore multiple digital and hands on resources for students to develop models of particle motion to describe the relationship to temperature and the state of matter when thermal energy is added.  
**Presenter(s):** Oscar Feijoo
- (95) Not Grade Specific T, I/G Discussion  
**101 Websites For Science**  
 Each day more and more resources are available for science educators. In this session we will explore many digital/online resources and how they can be used in science. Resources shared.  
**Presenter(s):** Patti Duncan
- (96) Not Grade Specific NGSS Demo  
**21st Century Science Toolkit**  
 Come find out ways that one of NJ's top-performing middle schools has fostered creativity and innovation while developing critical-thinking and problem-solving skills in science class.  
**Presenter(s):** Brian J. Ciuffreda
- (97) 9-12 ENV, NGSS Lecture  
**Using an Earthwatch Teacher-Research Experience to Create NGSS-Aligned Lessons**  
 Taterka will describe his 2017 Earthwatch experience in Mexico where he participated in a study of wetlands and sustainable agriculture. He will share NGSS-aligned high-school life-science lessons based on his work.  
**Presenter(s):** Bruce Taterka

## Schedule of Programs – Wednesday October 25, 2017

Key: I/G (Integrated/General Science), B/LS (Biology/Life Science), C (Chemistry), E/SS (Earth/Space Science), ENV (Environmental Science), P/PS (Physics/Physical Science), SL/SUP Science Leaders/Supervision, T (Technology)

### 8:00 - 9:30

(105) 6-8 STEM/STEAM, E/SS Hands-On  
**S.T.E.M. - Science Teaching Evolving (in) Middle School**  
NGSS, 21st Century Skills, STEM. These changes impact how we teach and how students learn. Come away with a “snapshot” of evolving middle school science, experiencing these shifts with Vortex Vehicles and more!  
**Presenter(s):** Eileen Antonison ; Chris Parr; Laura Perry

(106) 9-12 B/LS, NGSS Hands-On  
**Learning Biology through Molecular Storytelling: Student-Centered Lessons Based on NGSS**  
Teach and learn biology in atomic detail, while using data, tools and resource from public, scientific databases. Take away ready-to-use lessons, developed by RCSB Protein Data Bank, in collaboration with teachers.  
**Presenter(s):** Shuchismita Dutta

### 8:30 - 9:30

(107) Not Grade Specific NGSS, I/G Discussion  
**Independent and Small Group Reading and Science: A Perfect Match**  
With rigor required for ELA and NGSS, maximize learners' time with just-right content-area books. You'll learn not only how to choose rich resources, but also how to infuse engaging instruction across content areas.  
**Presenter(s):** Lynnette Brent

### 9:00 - 10:30

(108) 9-12 B/LS, E/SS Hands-On  
**Climate and Global Change: Teaching the Science with Rigor and Relevance**  
Explore a new, interdisciplinary, NGSS-ready, conceptual framework for teaching about human-caused global change, that explores the importance of models, time and scale, and stability and change in global systems.  
**Presenter(s):** Joe Levine

### 9:30 - 10:30

(109) 3-5 STEM/STEAM, NGSS Hands-On  
**Full STEAM Ahead to the NGSS Using Ozobots!**  
Participants will use Ozobots, “the world’s smallest smart robot” to explore the development of cross-curricular STEAM activities, addressing the NGSS with student-friendly color-based programming.  
**Presenter(s):** James Danch; Kelly Aker; Stephanie Moretti; Brooke Casoni; Jenna Bucci

(110) 6-8 NGSS, B/LS Lecture  
**Zombies Give Explanations New Life: Designing a Classroom Workshop to Target an SEP of the NGSS**  
Constructing scientific explanations is a key practice with which students struggle. Learn how a classroom workshop was designed using zombies and the brain to give students practice with this SEP.  
**Presenter(s):** Kara Mann

(111) 9-12 NGSS, STEM/STEAM Hands-On  
**Data Literacy Series: Explore, Identify, & Embrace Variability in the Data for Your NGSS Lessons**  
There is much to be learned from that pesky variability in our data. Learn tips and tricks to explore, identify, and embrace the variation around the mean and how to best use that in your NGSS oriented teaching.  
**Presenter(s):** Kristin Hunter-Thomson

## Schedule of Programs – Wednesday October 25, 2017

Key: I/G (Integrated/General Science), B/LS (Biology/Life Science), C (Chemistry), E/SS (Earth/Space Science), ENV (Environmental Science), P/PS (Physics/Physical Science), SL/SUP Science Leaders/Supervision, T (Technology)

### 10:00 - 11:00

(120) Not Grade Specific NGSS, SL/SUP Discussion

#### **Math & Science Partnership Grant: Teacher Leaders to Support NGSS Implementation**

Learn about a MSP project designed to develop teacher "Ambassadors" in NGSS implementation. Teacher leaders will reflect on their experiences implementing NGSS aligned curriculum and instruction with peer teachers.

**Presenter(s):** Cathlene Leary-Elderkin; Anne Catena, Princeton University; Wil van der Veen, Raritan Valley Community College

(121) Not Grade Specific SL/SUP, STEM/STEAM Discussion

#### **Presidential Awards for Excellence in Mathematics and Science Teaching**

PAEMST are the nation's highest honors for teachers of mathematics and science (including computer science). Meet with NJ State Awardees and Finalists and a discussion with the NJ State Coordinator.

**Presenter(s):** John D. Moore; Vicky Gorman; Peter Dorofy

(122) Not Grade Specific STEM/STEAM, T Hands-On

#### **Integrating Chromebook with Vernier Technology**

Use Chromebooks with various Vernier sensors to investigate biology, chemistry, and physics concepts. Bring your own Chromebook with free Graphical Analysis software, or use one of ours.

**Presenter(s):** Fran Poodry

(123) Not Grade Specific T, I/G Hands-On

#### **Teaching with Technology**

Program designed to share tools for integrating technology. Participants will explore a variety of apps, extensions, sample lessons and websites. Each participant will need their own laptop and a google sign-in.

**Presenter(s):** Renu Mendiratta; Kim Long

### 10:00 - 11:30

(124) Not Grade Specific NGSS Hands-On

#### **Using Phenomena to Engage Students in Science**

Scientific phenomena shifts the focus of learning from topics to figuring out why or how something happens and connects that learning to the natural world. Explore phenomena based lessons from Discovery Education.

**Presenter(s):** Patti Duncan

(125) 9-12 B/LS, Anatomy Hands-On

#### **Starla's Hands-On Body Systems: Heart and Lungs**

Instructors will receive teaching techniques that use hands-on activities to guide students through detailed heart and respiratory structures. Teachers will also receive activities on how to apply diseases.

**Presenter(s):** Starla Ewan

## Schedule of Programs – Wednesday October 25, 2017

Key: I/G (Integrated/General Science), B/LS (Biology/Life Science), C (Chemistry), E/SS (Earth/Space Science), ENV (Environmental Science), P/PS (Physics/Physical Science), SL/SUP Science Leaders/Supervision, T (Technology)

### 11:00 - 12:30

(133) Not Grade Specific NGSS, I/G Hands-On

#### Using Problem Based Learning to Up Your NGSS Game

A major shift with NGSS is the focus on more scenario and problem-based learning. When students solve problems and see the fit with their daily lives, they are better prepared for next steps in school and career.

Presenter(s): Michael Padilla

(134) 6-8 B/LS, ENV Hands-On

#### Teaching Evolution at the Middle School Level

The Teacher Inst. for Evol. Sci. offers information and activities teachers can use to confidently teach evolution in their classrooms. The activities integrate core concepts, practices, and cross-cutting concepts.

Presenter(s): Robert Cooper

(135) 3-5 NGSS, P/PS Hands-On

#### NGSS Explorations of Forces & Motion in the Elementary Classroom

Explore engaging activities designed to help students understand and explore the effects of balanced and unbalanced forces on the motion of an object.

Presenter(s): Jonathan Nolde

(136) 9-12 NGSS, Assessment Discussion

#### Alternate Assessments for Science

With the conceptual shift of the NGSS, traditional science assessments do not measure student performances. This workshop will provide ideas and strategies for assessing the three-dimensional learning of the NGSS.

Presenter(s): Kim Feltre

### 11:30 - 12:30

(137) 6-8 NGSS, C Hands-On

#### An Engaging Way to Address NGSS Physical Science Standards in the Middle School

The American Chemical Society has a free curriculum available online. Learn more about this valuable resource by participating in sample activities and exploring lesson plans, downloads, and related multimedia.

Presenter(s): Teresa Mallon; Jason Whelpley

(138) 9-12 Forensics Lecture

#### Applying Good Observational Skills to Forensic Examination.

Eyewitness accounts are inaccurate. Examine strategies to sequence events and detect falsehoods. Using videos, work with students on improving observational and questioning skills. Handouts and resource list provided.

Presenter(s): Anthony (Bud) Bertino; Patricia Nolan Bertino

(139) 6-8 I/G, STEM/STEAM Hands-On

#### Breathing New Life Into Classic Concepts

Rock Cycle? Photosynthesis? Punnett Squares? When will we ever use this? In this session, we will look for ways to blend 21st Century issues & problems with classic core ideas addressed by middle school science.

Presenter(s): Cheryl Skrobacz-Bruno; Kevin Smith

## Schedule of Programs – Wednesday October 25, 2017

Key: I/G (Integrated/General Science), B/LS (Biology/Life Science), C (Chemistry), E/SS (Earth/Space Science), ENV (Environmental Science), P/PS (Physics/Physical Science), SL/SUP Science Leaders/Supervision, T (Technology)

12:30 - 2:00

- (147) Not Grade Specific I/G, SL/SUP Hands-On  
**Understanding the Brain: Becoming a Learning Scientist**  
Advances in neuroscience research provide great insight into the science of learning. This session will allow teachers to debunk pervasive myths and understand how to better engage students' brains.  
**Presenter(s):** Julia Skolnik
- (148) Not Grade Specific STEM/STEAM, T Hands-On  
**Investigating Earth from Space: Preparing the Next Generation of GLOBE Scientists**  
Participants will learn how to investigate Earth from Space through the use of Virtual and Augmented Reality and the applications related to the GLOBE Program.  
**Presenter(s):** John D. Moore; Peter Dorofy
- (149) Not Grade Specific NGSS, STEM/STEAM Demo  
**Use Science to Teach Reading and Reading to Teach Science**  
Science Lessons and Activities for K-6 Students. Learn how resources from Science A-Z align with the NGSS to help prepare students to satisfy the expectations outlined in these national curriculum criteria.  
**Presenter(s):** Mike Chmelewski
- (150) Not Grade Specific ENV, STEM/STEAM Lecture  
**Harnessing the Power of Storytelling and Technology as Tools for Place-Based Education**  
A National Geographic Grosvenor Teaching Fellow will take you on an Alaskan expedition to highlight Google's Tour Builder as a tool to connect your students with the natural and cultural history of a landscape.  
**Presenter(s):** Tanya Sulikowski
- (151) 6-8 NGSS, E/SS Discussion  
**Student-Centered Lessons Including NGSS: Focus on Climate Regions**  
Change your lessons to be student-centered and meet the NGSS. Ideas for pre-assessing students, differentiating instruction and self-regulation. The final project also includes engineering design.  
**Presenter(s):** Melissa Novak; Laura Hoffmann; Jeanette Mueller
- (152) Not Grade Specific T Lecture  
**Digital Escape Rooms!**  
Escape rooms are everywhere- how about a digital one in your class? Use these collaborative and critical thinking exercises to help your students! Explore and learn how to create your own! Tailor to grade /subject.  
**Presenter(s):** Barbara De Santis

## Schedule of Programs – Wednesday October 25, 2017

Key: I/G (Integrated/General Science), B/LS (Biology/Life Science), C (Chemistry), E/SS (Earth/Space Science), ENV (Environmental Science), P/PS (Physics/Physical Science), SL/SUP Science Leaders/Supervision, T (Technology)

### 1:30 - 3:00

(161) 9-12 B/LS, STEM/STEAM Hands-On

#### **PTC Taster Lab: From Genotype to Phenotype**

Are you a supertaster? Explore the molecular genetics of taste using PCR and gel electrophoresis to analyze single nucleotide polymorphisms (SNPs) in your taste receptor genes. Link your DNA to your taster phenotype.

**Presenter(s):** Sebastian Kraves; Zeke Alvarez Saavedra

### 2:00 - 3:00

(162) 9-12 NGSS, B/LS Hands-On

#### **Tools of Science: Exploring the NGSS Science Practices through Biology**

Scientists and educators at Rutgers University have developed videos and lessons to support the NGSS science practices. Using an oceanography theme, we focus on modeling, testable questions, and more.

**Presenter(s):** Kay Bidle; Janice McDonnell; Jennifer Smolyn; Alexis Custer; Dr Kim Thamtrakoln; Dr. Maeve Easton Hubbard

### 2:00 - 3:30

(163) 6-8 T Demo

#### **Effective Formative Assessment Using Google Classroom and Google Forms**

Attendees will experience both the student and teacher's side of Google Classroom, and then practice how to design and deploy useful Google Forms for accurate formative assessment.

**Presenter(s):** Jonathan Baker

(164) 3-5 NGSS, STEM/STEAM Discussion

#### **Engaging All Learners! Using Alternative Texts for Science**

Graphics support visualization and comprehension of complex ideas, combining crucial academic vocabulary with manageable text loads. Learn how to use graphic and other texts to bring scientific concepts to life.

**Presenter(s):** Lynnette Brent

### 2:30 - 3:30

(165) 6-8 NGSS Hands-On

#### **Engineering Design in the NGSS**

Experience this Bring Science Alive! lesson from the student perspective as you take on the roles of engineers defining problems, developing solutions, and testing to best solve the problem.

**Presenter(s):** Laura Obert

(166) Not Grade Specific I/G, T Hands-On

#### **Finding the Fact in Science Fiction Movies**

Teachers will take the science fiction in movies to teach science fact as a Halloween lesson. Reading across the curriculum will be stressed. One surprise completed lesson will be presented. Bring your laptop.

**Presenter(s):** Steve Kordosky

(167) Not Grade Specific

#### **NJSELA Round Table**

**Presenter(s):** Kim Feltre

(168) Not Grade Specific SL/SUP Lecture

#### **Noyce Programs from NSF**

Juniata College received over a million dollars in Robert Noyce scholarship money for our students. The program is available for any college interested. Join me for the lessons learned and more Noyce information.

**Presenter(s):** Kathleen Jones





## Lindamood-Bell® Workshop

### *Visualizing and Verbalizing® for Language Comprehension and Thinking®*

#### Developing Oral and Written Language Comprehension, Critical Thinking, and Following Directions

#### Course Description

This course explores the sensory-cognitive processes basic to language comprehension and critical thinking. One of the primary goals of the course is to make class members aware that concept imagery is the specific sensory-cognitive function basic to language comprehension and critical thinking. Class members will learn the role of concept imagery in: 1) reading comprehension, 2) oral language comprehension, 3) following oral directions, 4) critical thinking, 5) oral language expression, and 6) written language expression. Class members learn to develop concept imagery for all ages of students in one-to-one, small-group, and classroom settings. Study and supervised practice allows class members to learn Socratic questioning in "responding to the response" to develop sensory-cognitive functions, and integrate the steps into any curriculum, reading program, language arts program, and all content instruction. Information and techniques are gained through discussion, demonstration, video, reading, and supervised practice.

#### Course Objectives

1. Understand the sensory-cognitive factors that underlie the development of language and literacy skills.
2. Understand the gestalt of the reading process as an integration of parts, as processed through the sensory system.
3. Gain knowledge of the role of concept imagery in higher order thinking skills: main idea, conclusion, inference, prediction, and evaluation.
4. Acquisition of specific techniques to develop concept imagery beginning at the expressive level, by verbalizing from given pictures.
5. Acquisition of specific techniques to develop concept imagery utilizing one word imaging—a "known noun."
6. Acquisition of specific techniques to develop concept imagery utilizing sentence by sentence imaging with application to higher order thinking skills.
7. Acquisition of specific techniques to develop concept imagery utilizing multiple sentence imaging with application to higher order thinking skills.
8. Acquisition of specific techniques to develop concept imagery utilizing whole paragraph imaging with application to higher order thinking skills.
9. Acquisition of questioning techniques to apply and integrate concept imagery to content instruction.

#### Text

Bell, Nanci. *Visualizing and Verbalizing for Language Comprehension and Thinking*, 2d ed. San Luis Obispo, CA: Gander Publishing, 2007.

### **Evaluation Procedures**

1. Class participation, including discussion of role-playing with other participants
2. Individually demonstrated facility in applying the specific teaching principles and techniques covered in the course
3. Quizzes

### **Class Schedule**

2 days (13 hours) – 8:30-4:30 daily, with an hour lunch

**The Association of Mathematics Teachers of New Jersey's  
9<sup>th</sup> Annual**

**SPECIAL EDUCATION/MATH CONFERENCE**

***The Mathematics Teacher and the Special Education Teacher:  
Perfect Together***

*Update 2017*

**Registration Form**

**This conference will be held on:  
Wednesday, December 6, 2017**

**At The Ramada Plaza Hotel & Conference Center in Monroe Township, New Jersey**

The main theme of this conference is the working relationship between the General Education Teacher and the Special Education Teacher in the Mathematics Inclusion Classroom.

**Keynote Speaker: Toby Karten, Inclusion Classroom Specialist**

You may register by mail, by FAX, by phone, or online. Online registrations receive a \$10.00 discount.

AMTNJ-PO Box 264-Bay Head, NJ 08742 or FAX to 732-399-5388 or EMAIL as an attachment to [amtnj@juno.com](mailto:amtnj@juno.com). Again, you can save \$10.00 by registering online at:

<http://tinyurl.com/AMTNJ-Math-SpecEd-2017>

Respectfully,

*Makoto Yoshida*  
President - AMTNJ  
[yoshida112358@gmail.com](mailto:yoshida112358@gmail.com)

*Stephanie H. Cooperman*  
Conference Chair  
[shc.amtnj@gmail.com](mailto:shc.amtnj@gmail.com)

*Neil D. Cooperman*  
Conference Liaison  
[ncoop@att.net](mailto:ncoop@att.net)



## One-Day Workshop: Strategies and Structures for Teaching Reading and Writing

Presented by Jennifer Serravallo

✚ Register Now

### Overview

Drawing from Jen's bestselling resources *The Writing Strategies Book* and *The Reading Strategies Book*, this workshop will help you understand how to find goals for your readers and writers and how to support them over time as they work toward those goals.

In the morning, you'll dive into reading: how to know what to expect of readers' print work, fluency, comprehension, writing about reading, and talk. You will practice determining goals based on a 13-goal hierarchy, and matching strategies to individual goals by studying student work. As you explore each goal, you will see and have opportunities to discuss video examples of students working on those goals, with Jen teaching strategies and providing feedback and support.

In the afternoon: writing. You'll explore a 10-goal hierarchy of possible writing goals by considering writing genres and modes, writing process, behaviors, skills, and qualities of good writing. Again, you'll look at student writing to practice making decisions based on the hierarchy of writing goals, match strategies to those goals, and explore the goals through video examples, activities, and conversations with co-participants.

When showing videos throughout the day, Jen will introduce you to essential teaching structures for differentiating instruction with individuals and small groups. The day will culminate with a conversation about record-keeping, managing a class with diverse needs, and scheduling to fit it all in. Jen uses a very active, minds-on and hands-on approach in her workshops, helping you feel you can turn what you learned in the workshop directly into practice in your classrooms the next day.

### Learning Objectives

- Learn to study student work to determine goals using a hierarchy in reading and writing



Professional Development

PD Services

On-Site PD

School-Based

Speakers &

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- Craft strategies and feedback prompts and learn to match them to student reading and writing goals
- Learn practical ways to differentiate instruction through conferences and small groups, and how to decide which teaching structure to use for which purpose(s)
- Explore essential and practical organization, management, and note taking options

## About the Presenter

Jennifer Serravallo is a literacy consultant, speaker, and the author of several popular titles, including the NY Times Bestselling *The Reading Strategies Book*, and the new *The Writing Strategies Book*. Her other books about differentiated instruction and formative assessment are: *The Literacy Teacher's Playbooks*; *Teaching Reading in Small Groups*; and *Conferring with Readers*. In addition to her popular PD workshops, seminars, and speaking engagements, Jen presents webinars and other online courses including the Heinemann On-Demand Course, "Teaching Reading in Small Groups: Matching Methods to Purposes." She was a Senior Staff Developer at the Teachers College Reading and Writing Project and taught in Title I schools in NYC. Tweet her @jserravallo.

## Who Should Attend?

Classroom teachers of grades K-8, administrators, curriculum coordinators, reading specialists, writing teachers, literacy specialists, coaches, and staff developers.

## Time

8:30 A.M.-3:00 P.M.

## Tuition

The cost of this workshop is \$249.00 per person. If you register 3 or more participants at the same time the cost is \$239.00 per person.

## Upcoming Dates & Locations

10/26/2017 - Philadelphia, PA  
 12/05/2017 - San Ramon, CA  
 12/06/2017 - Pasadena, CA

## Register Now:

Select a location ▼

- 📄 Download a printable registration form
- 📄 Download a PDF of the Fall brochure



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 practice!



STUDENT COUNT

GRADE/TEACHER

PRE-K

Ms. Scarperia	15
Ms. Foglio	15
Ms. Spratt	11

KINDERGARTEN

Ms. Lokan	17
Mrs. Granville	16
Ms. Fox	1

FIRST GRADE

Ms. Borota	15
Mrs. Vermes	15
Ms. Fox	1

SECOND GRADE

Mrs. Arruda	14
Ms. Fox	3

THIRD GRADE

Mrs. McCloskey	18
Mrs. Odom	15
Ms. McGuckin	1

FOURTH GRADE

Mrs. Singer	9
Mrs. Genovesi	9
Ms. McGuckin	1

FIFTH GRADE HOMEROOM

Mr. Leigh	26
Ms. McGuckin	4

SIXTH GRADE HOMEROOM

Mrs. Druding	30
Ms. McGuckin	1
Ms. Kranz	3

SEVENTH GRADE HOMEROOM

Mr. Shareef	27
Ms. Kranz	1

EIGHTH GRADE HOMEROOM

Mr. Dempster	20
Ms. Kranz	3

**TOTAL COUNT**                      **291**

16A





Attendance Totals for Beverly Elementary School from 10/02/2017 - 10/13/2017  
 Report 1005 run on 10/13/2017

16B

Grade	PTC	HR	Total	Days Possible	Days Present	Days Absent	Days Tardy	A-D-E	A-D-A	% ATT	ADA/ADE
01	All	All	29	258	255	3	8	28.667	28.333	98.837	98.837
02	All	All	19	171	164	7	6	19	18.222	95.906	95.906
03	All	All	34	306	297	9	6	34	33	97.059	97.059
04	All	All	19	171	165	6	8	19	18.333	96.491	96.491
05	All	All	30	270	263	7	4	30	29.222	97.407	97.407
06	All	All	33	297	285	12	3	33	31.667	95.96	95.96
07	All	All	28	252	251	1	3	28	27.889	99.603	99.603
08	All	All	23	207	200	7	7	23	22.222	96.618	96.618
3F	All	All	16	139	125	14	2	15.444	13.889	89.928	89.928
4F	All	All	29	261	251	10	9	29	27.889	96.169	96.169
KF	All	All	32	285	267	18	10	31.667	29.667	93.684	93.684
<b>TOTAL</b>			<b>292</b>	<b>2,617</b>	<b>2,523</b>	<b>94</b>	<b>66</b>	<b>290.778</b>	<b>280.333</b>	<b>96.408</b>	<b>96.408</b>

Column header "Total" represents total number of all Students throughout the reporting period who factor into the attendance totals.

Grade	PTC	HR	Total	Days Possible	Days Present	Days Absent	Days Tardy	A-D-E	A-D-A	% ATT	ADA/ADE
01			29	258	255	3	8	28.667	28.333	98.837	98.837
02			19	171	164	7	6	19	18.222	95.906	95.906
03			34	306	297	9	6	34	33	97.059	97.059
04			19	171	165	6	8	19	18.333	96.491	96.491
05			30	270	263	7	4	30	29.222	97.407	97.407
06			33	297	285	12	3	33	31.667	95.96	95.96
07			28	252	251	1	3	28	27.889	99.603	99.603
08			23	207	200	7	7	23	22.222	96.618	96.618
3F			16	139	125	14	2	15.444	13.889	89.928	89.928
4F			29	261	251	10	9	29	27.889	96.169	96.169
KF			32	285	267	18	10	31.667	29.667	93.684	93.684
<b>TOTAL</b>			<b>292</b>	<b>2,617</b>	<b>2,523</b>	<b>94</b>	<b>66</b>	<b>290.778</b>	<b>280.333</b>	<b>96.408</b>	<b>96.408</b>

Total Sum of All Schools ADE: 290.778

Total Sum of All Schools ADA: 280.333



## Nurse's Monthly Report

# 16C

Date Range: 9/16/17-10/13/17

Student Visits: 266

Physicals Processed: 5

Health Screenings Performed: 1

Students Requiring Emergency Services (911): 0

Employee Visits: 0

Documented Contagious Illnesses: 0

Child Study Team Referrals Completed: 0

### Other:

- Secured additional medications for students with varying conditions
- Collaborated with Burlco Health Department on care of multiple students requiring various vaccines
- Disseminated flu clinic information to PreK students
- Organized flu clinic at the Beverly City School for staff
- Planned first round of health screenings
- Commenced fluoride program for 17-18 school year
- Continued attendance interventions
- Prepared forms for sports physicals for coaches
- Compiled first list of holiday needs
- Implemented new individualized health care plans
- Began to prepare student records for upcoming health department audit

Thank you!

Prepared by Jamie Weller, BSN, RN, CSN  
Beverly City School Nurse





Discipline Report by Grade  
September 16, 2017  
To  
October 11, 2017

16D

Grade	Enrollment	Disobedience			Disrespectful		Disruptive	Fighting	Threats	Bullying	Theft / Stealing	Drugs		Suspension	General Detentions with Packets
		Defiance	Profanity	Disrespectful	Assault	Alcohol						TOTAL			
PRE-K	40													n/a	
K	35													n/a	
1	31													n/a	
2	17													n/a	1
3	34													n/a	
4	19													n/a	1
5	30													n/a	1
6	34													n/a	2
7	28													n/a	2
8	23													n/a	3
<b>TOTAL</b>	<b>291</b>														<b>10</b>

Suspensions Student	Reason

General Detentions Student	Reason	Student	Reason
M.R.	Lateness	J.O.	Disrespect Peers
Ca'R.	Lateness		
C.R.	Lateness		
Y. R.	Lateness		
J. P.	Misbehavior		
B.S.	Lateness		
J.A.	Misbehavior		
	Disrespect		
J.M.	Peers		
	Disrespect		
G.M.	Peers		



# Riverside Township School District

112 E. Washington Street  
Riverside, New Jersey 08075-3816  
Phone 856-461-1255  
Fax 856-461-5168

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Robin A. Ehrich  
Superintendent of Schools  
Ext. 1111

Jodi Lennon  
Business Administrator/Board Secretary  
Ext. 1112

September 28, 2017

Elizabeth Giacobbe, Superintendent  
Beverly City School District  
601 Bentley Avenue  
Beverly, NJ 08010

Dear Ms. Giacobbe,

It is with sincere gratitude that I acknowledge and thank you for presenting your winning strategies to the Riverside School District administrative team. We thoroughly appreciated the concrete examples and valuable insight you were able to share with our school leaders. The dialogue that took place among the participants reinforces my belief that sharing best practices and collegial conversation is an important component in our quest to improve our program here in Riverside.

I appreciate your dedication and commitment to supporting the improvement of all learners regardless of where they attend school.

My best wishes for a continued successful school year.

Sincerely yours,



Robin A. Ehrich  
Superintendent of Schools

RAE/gr

