



**BEVERLY CITY BOARD OF EDUCATION**

601 Bentley Avenue  
Beverly, New Jersey 08010

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

**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.

Public agendas are available on the table as you enter the room. There is one full copy of the support documentation located in the binder next to the agendas. Please feel free to examine the binder, but please do not remove any items as a courtesy to other members of the public. Copies of all documents are available from the Business Office during regular business hours.

There will be two opportunities for public input at every Board of Education meeting. The first opportunity, titled "Public Comment on Agenda Items Only," is your opportunity to provide comments to the Board of Education, prior to the Board taking action. This opportunity is only for items that appear on the agenda.

The second opportunity, titled "Public Comment," is your opportunity to ask questions or provide comment that may be of interest to the educational welfare of the district but is not restricted to agenda items only.

At no time during these public comment periods will the Board allow disparaging remarks about students, district personnel, or members of the Board of Education. In addition, the Board will not allow remarks about specific students or district personnel. If such remarks are made, the Board President will declare the speaker out of order and will request the speaker cease and desist from making such comments. Refusal to do so may result in removal from the Board meeting.

Richard Wolbert led the Pledge of Allegiance.



Roll Call

Stacey Atkinson	Absent	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.



A.MOTION: To accept the financial Report of the Secretary for the month ending June 2017: Balance on hand \$2,523,828.50

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 June 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.

Brian F. Savage \_\_\_\_\_

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 June 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 Secretary for the month ending July 2017: Balance on hand \$3,056,566.01

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 July 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.

Brian F. Savage \_\_\_\_\_

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 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**

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