



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

REGULAR MEETING

Beverly City School
December 21, 2016

7:00 PM
Beverly School Library

Minutes

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m. by the Board President Richard Wolbert and the following was read. The New Jersey Open Public Meeting law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Beverly City Board of Education has caused notice of this meeting to be given by having the date, time, and place faxed to City Hall on Broad Street and advertised in the Burlington County Times is writing on January 6, 2016. A copy was also submitted to the Beverly Post Office.

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

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

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

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

Pledge of Allegiance was led by Richard Wolbert.



Roll Call

Stacey Atkinson	Present	Jean Wetherill	Present
Ronald Murphy	Absent	Mary Wolbert	Present
Mary Smith-Jones	Present	Richard Wolbert	Present

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

4. Richard Wolbert, President opened the meeting.

5. Board Member Comments on the Agenda

There were no Board of Education Comments on the agenda.

6. Public Comment on Agenda Items Only

There were no Public Comments.

7. Student Recognition

Ms. Giacobbe presented the Upstander Awards to Makenna Barker, Keyla Martel and Emily Dubell.

8. A motion was made by Stacey Atkinson and seconded by Mary Smith-Jones: BE IT RESOLVED, that the Board of Education approve to accept the resignation of Board Member, Mary Ellen Knudson effective December 15, 2016.

Roll Call

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

9. A motion was made by Stacey Atkinson and seconded by Mary Smith-Jones to approve the minutes for the Regular meeting on November 16, 2016.

Roll Call

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

MONTHLY FINANCIALS/CONTRACTS:

10. Consent Agenda:



A motion was made by Jean Wetherill and seconded by Mary Smith-Jones to approve the following action items A through 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 October 2016: Balance on hand \$2,765,038.36

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 October 2016, budgetary line item account has obligations and payments (contracted orders) which in total exceed the amount appropriated by the District Board of Education pursuant to N.J.S.A.18A:22-8 and 18A:22-8.1, which would be in violation of N.J.A.C. 6A:23-2.12 (a), that the District financial accounts have been reconciled and are in balance.

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 October 2016, after review of the Secretary's monthly financial report (appropriations section) and upon consultation with the Business Administrator and other appropriate district officials, that to the best of our knowledge no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.12 (c)4 i-vi and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

B. MOTION: To accept the financial report of the Treasurer of School Monies ending October 2016.

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

D. MOTION: To approve the purchase orders in the amount of \$126,714.85 for the month of December 2016.

E. MOTION: To approve the bills list:

BE IT RESOLVED, that the Board of Education approve the bills totaling \$234,709.48 for the month of December 2016 to be paid, and the Secretary and the President be hereby authorized and directed to draw orders on the Treasurer for the payment of same.



F. MOTION: To approve the gross payroll wages for the pay period ending November 15, 2016 in the amount of \$144,289.62 and for the pay period ending November 30, 2016 in the amount of \$140,962.48 in the total amount of \$285,252.10 for the month of November 2016.

Roll Call			
Stacey Atkinson	Affirmative	Jean Wetherill	Affirmative
Ronald Murphy	Absent	Mary Wolbert	Affirmative
Mary Smith-Jones	Affirmative	Richard Wolbert	Affirmative

FINANCIALS/CONTRACTS:

11. Consent Agenda:

A motion was made by Jean Wetherill and seconded by Stacey Atkinson to approve the following action items A through E will be considered under consent agenda. Any item that requires further discussion may be pulled from the consent agenda and acted upon separately.

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

School	# of Students	Cost	Effective	Comments	Total
Commission for the Blind	1	\$1,900.00	9/1/2016-6/30/2017	Level of Service – 1	\$1,900.00

B. MOTION: BE IT RESOLVED, that the Board of Education approve to renew for 2016-2017 school year, the food service management contract Nutri-Serve Management, Inc. at the flat fee of \$11,766.50, this contract contains a break even clause for the 2016-2017 School Year.

C. MOTION: BE IT RESOLVED, that the Board of Education approve Aflac (American Family Life Assurance Company of Columbus) to offer voluntary employee paid supplemental insurance for all Beverly City school employees.

D. MOTION: BE IT RESOLVED, that the Board of Education approve the 2015-2016 CAFR/Audit.

E. MOTION: BE IT RESOLVED, that the Board of Education approve to designate the Business Administrator/Board Secretary as the Public Agency Compliance Officer for Beverly City School.

Roll Call			
Stacey Atkinson	Affirmative	Jean Wetherill	Affirmative
Ronald Murphy	Absent	Mary Wolbert	Affirmative
Mary Smith-Jones	Affirmative	Richard Wolbert	Affirmative



PERSONNEL:

12. Consent Agenda:

A motion was made by Stacey Atkinson and seconded by Jean Wetherill to approve the following action items A through O 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 January 2017.

B. MOTION: BE IT RESOLVED, that the Board of Education approve the termination of William Hawthorne, Paraprofessional effective December 17, 2016.

C. MOTION: BE IT RESOLVED, that the Board of Education approve Moet Bryant, Paraprofessional, Step #11, at the rate of \$16.69 per hour, retroactive effective November 21, 2016.

D. MOTION: BE IT RESOLVED, that the Board of Education approve Kaitlin Cody, Paraprofessional, Step #11, at the rate of \$16.69 per hour, retroactive effective November 21, 2016.

E. MOTION: BE IT RESOLVED, that the Board of Education approve Vonetta McGee, Main Office Clerk, at the salary of \$32,000.00 per year, retroactive effective December 19, 2016.

F. MOTION: BE IT RESOLVED, that the Board of Education approve the FMLA of Nicole Vermes tentatively beginning January 18, 2017 to May 19, 2017.

G. MOTION: BE IT RESOLVED, that the Board of Education approve Donna Butler, as maternity leave substitute at the rate of \$200.00 per day, tentative date January 9, 2017 to May 19, 2017.

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

- Dorothy Foglio – Substitute

I. MOTION: BE IT RESOLVED, that the Board of Education approve the resignation of Moet Bryant, Paraprofessional, effective January 13, 2017.

J. MOTION: BE IT RESOLVED, that the Board of Education approve Valerie Acerba, as maternity leave substitute at the rate of \$200.00 per day, tentative date February 1, 2017.

K. MOTION: BE IT RESOLVED, that the Board of Education approve Verna Martin, Paraprofessional, Step #11, at the rate of \$16.69 per hour, retroactive effective December 19, 2016.



L. MOTION: BE IT RESOLVED, that the Board of Education approve the FMLA of Margaret Gunkel tentatively beginning February 13, 2017 to June 15, 2017.

M. MOTION: BE IT RESOLVED, that the Board of Education approve an annual salary of \$40,000.00 to paid to Ms. Andrea Sanchez-Dollard retroactive to November 16th, 2016.

N. MOTION: BE IT RESOLVED, that the Board of Education approve the resignation of Julia Velasquez effective November 18, 2016. (REVISED)

O. MOTION: BE IT RESOLVED, that the Board of Education approve Valerie Acerba to be added to the Sub Caller list, effective December 22, 2016.

Roll Call			
Stacey Atkinson	Affirmative	Jean Wetherill	Affirmative
Ronald Murphy	Absent	Mary Wolbert	Affirmative
Mary Smith-Jones	Affirmative	Richard Wolbert	Affirmative

CURRICULUM:

13. Consent Agenda:

A motion was made by Mary Smith-Jones and seconded by Stacey Atkinson to approve the following action items A through 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 2016-2017 Art Curricular Framework.

B.MOTION: BE IT RESOLVED, that the Board of Education approve the 2016-2017 Physical Education and Health Curricular Framework.

Roll Call			
Stacey Atkinson	Affirmative	Jean Wetherill	Affirmative
Ronald Murphy	Absent	Mary Wolbert	Affirmative
Mary Smith-Jones	Affirmative	Richard Wolbert	Affirmative

14. Old Business

Richard Wolbert would like the Board of Education to begin the Board goal setting process in the new future.

15. New Business – Removal of Board Member

The Board of Education discussed the matter. The Business Office is going to send Ronald Murphy a notice to inform him that at the regular January board meeting there will be consideration of action to remove him from the board.



16. Superintendent's Report

A. Enrollment Report: 308

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 – December 1, 2016 – 2 minutes 35 seconds
- Lockdown Drill – December 20, 2016 – 2:18 PM

17. Correspondence

There was no correspondence for the month.

18. Board Comments

Stacey Atkinson gave the Board a summary of the recent NJSBA Delegate Assembly. Specifically she noted the resolution that passed changing the burden of proof from the district to the person initiating the litigation.

The Board of Education also discussed the possibility of moving the polling location out of the school for security reasons. This possibility will be researched further.

19. Public Comments

The open to the public comment portion of the meeting began at 7:53 p.m. and closed at 7:54 p.m.



There were no comments from the public.

18. Adjournment

A motion was made by Jean Wetherill and seconded by Mary Smith-Jones to adjourn the Board of Education Meeting at 7:55 p.m.

Roll Call

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

Respectfully submitted:

Brian F. Savage, Ed.D.

Staff Accountant/Board Secretary