



**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**

**March 15, 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 Wolbert	_____
Barbara Kelly	_____	Richard Wolbert	_____
Mary Smith-Jones	_____		

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 February 15, 2017.

Roll Call

Stacey Atkinson	_____	Mary Wolbert	_____
Barbara Kelly	_____	Richard Wolbert	_____
Mary Smith-Jones	_____		

MONTHLY FINANCIALS/CONTRACTS:

9. Consent Agenda:

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 accept the financial Report of the Secretary for the month ending January 2017: Balance on hand \$3,068,208.45

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 January 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.

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Sch. Bus. Adm./Board Secretary

Date

Board Certification – Recommend acceptance that through the adoption of this resolution, the Beverly City Board of Education, pursuant to N.J.A.C. 6A:23-2.12 (c) 4, certifies that as of January 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 January 2017.

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

D. MOTION: To approve the purchase orders in the amount of \$191,788.67 for the month of March 2017.

E. MOTION: To approve the bills list:

BE IT RESOLVED, that the Board of Education approve the bills totaling \$267,737.86 for the month of March 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 February 15, 2017 in the amount of \$146,004.42 and for the pay period ending February 28, 2017 in the amount of \$144,990.74 in the total amount of \$290,995.16 for the month of February 2017.

G. MOTION: BE IT RESOLVED, that the Board of Education approve the purchase orders for the referendum project for the month of March 2017 in the amount of \$66,485.43.

H. MOTION: BE IT RESOLVED, that the Board of Education approve the bills list for the referendum project for the month of March 2017 in the amount of \$66,485.43.



Roll Call

Stacey Atkinson \_\_\_\_\_

Barbara Kelly \_\_\_\_\_

Mary Smith-Jones \_\_\_\_\_

Mary Wolbert \_\_\_\_\_

Richard Wolbert \_\_\_\_\_

FINANCIALS/CONTRACTS:

10. MOTION: RESOLVED, That the tentative budget for the 2017-2018 school year be adopted in the CURRENT EXPENSE FUND 10 amount of \$7,075,089, SPECIAL REVENUE FUND 20 in the amount of \$510,468 and DEBT SERVICE FUND 40 in the amount of \$83,094.

FURTHER, be it resolved that \$2,845,921 should be raised for the GENERAL FUND and \$83,094 should be raised for the DEBT SERVICE FUND for the 2017-2018 school year.

FURTHER, be it resolved that the revenues for the 2017-2018 school year be adopted in the amounts of CURRENT EXPENSE FUND 10 in the amount of \$7,075,089 SPECIAL REVENUE FUND 20 in the amount of \$510,468 and DEBT SERVICE FUND 40 in the amount of \$83,094.

BE IT RESOLVED, that the Beverly City Board of Education accept Categorical Special Education State Aid of \$170,576 Categorical Security Aid of \$87,320 Adjustment Aid of \$840,178 Categorical Transportation Aid of \$193,173 Equalization Aid of \$2,420,975 PARCC Readiness/Pupil Growth Aid of \$10,080 and

BE IT RESOLVED, that the School Business Administrator is authorized to advertise said tentative budget in the *Burlington County Times* in accordance with the format required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing will be held at the Beverly City School Media Center on Bentley Avenue, Beverly, New Jersey on Wednesday, April 12, 2017 at 8:00 p.m. for the purpose of holding a special public hearing on the 2017-2018 school budget.

WHEREAS, the Beverly City Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.2 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel as defined in NJAC 6A:23A-1.2, which includes attendance at regularly scheduled in-State county meetings, Department or Association sponsored events or in-State professional development activities for which the registration fee does not exceed \$150 per employee or board



member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$1,500 in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23A-7.3 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A: 23A-7.3 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A: 23A-7.3, to a maximum expenditure of \$20,000 for all staff and board members.

WHEREAS, school district policy #9120 & #0177, NJAC 6A:23A-5.2(b) and NJAC 6A:23A-9.3(c)14 provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such public relations and professional services for 2017-2018 School Year.

NOW, THEREFORE BE IT RESOLVED, that the Beverly City Board of Education hereby establishes the school district public relations and professional services maximum for the 2017-2018 School Year at the sum of:

Professional Services:

Attorney(s):	\$30,000
Auditor:	\$20,000
Treasurer of School Monies	\$4,200
OT/PT/Speech	\$40,000
School Physician:	\$1,000
Public Relations:	\$2,000 and

BE IT FURTHER RESOLVED that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

BE IT FURTHER RESOLVED that the supporting documentation of this budget also contains an itemization of certain expenditures required under administrative regulations.

Roll Call

Stacey Atkinson \_\_\_\_\_

Barbara Kelly \_\_\_\_\_

Mary Smith-Jones \_\_\_\_\_

Mary Wolbert \_\_\_\_\_

Richard Wolbert \_\_\_\_\_

PERSONNEL:

11. 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 approve the Sub Caller List:

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

B. MOTION: BE IT RESOLVED, that the Board of Education approve the Homebound Instruction for 1 student effective February 27, 2017 in the amount of \$40.00 per hour not to accede 10 hours a week.

C. MOTION: BE IT RESOLVED, that the Board of Education approve Dorothy Foglio to conduct Homebound Instruction in the amount of \$40.00 per hour not to exceed 10 hours a week.

D. MOTION: BE IT RESOLVED, that the Board of Education approve the resignation of Michelle Mulligan, Paraprofessional, effective March 17, 2017.

E. MOTION: BE IT RESOLVED, that the Board of Education approve the resignation of Christopher Strollo, Part Time Custodian effective February 28, 2017.

F. MOTION: BE IT RESOLVED, that the Board of Education approve George Kelly (currently a substitute custodian) as a replacement into the part time custodian position at the rate of \$15.50 per hour effective retroactive, March 1, 2017.

Roll Call

Stacey Atkinson \_\_\_\_\_

Barbara Kelly \_\_\_\_\_

Mary Smith-Jones \_\_\_\_\_

Mary Wolbert \_\_\_\_\_

Richard Wolbert \_\_\_\_\_



CURRICULUM & INSTRUCTION:

12. MOTION: BE IT RESOLVED, that the Board of Education approve the Three-Year Preschool Program Plan for 2017-2020 (see attachment).

Roll Call

Stacey Atkinson	_____	Mary Wolbert	_____
Barbara Kelly	_____	Richard Wolbert	_____
Mary Smith-Jones	_____		

FIELD TRIP:

13. Consent Agenda:

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 Brooke Vermes and Anneliese McCloskey for the field trip request to iPlay America located in Freehold, NJ on June 8, 2017 for 13 students and 2 chaperones. The trip will be funded by the Student Government account. There will be a cost for transportation which is pending.

B.MOTION: BE IT RESOLVED, that the Board of Education approve the transportation for the field trip to the National Constitution Center in Philadelphia, PA provided by Wills Bus Service, Inc. for 2 buses, in the amount of \$330.00 per bus for the total amount of \$660.00.

Roll Call

Stacey Atkinson	_____	Mary Wolbert	_____
Barbara Kelly	_____	Richard Wolbert	_____
Mary Smith-Jones	_____		

POLICIES:

14. MOTION: BE IT RESOLVED, that the Board of Education approve the 1<sup>st</sup> reading of the following policies:

- Policy# 2460 Special Education
- Policy# 2460.8 Special Education – Free and Appropriate Public Education
- Policy# 2467 Surrogate Parents and Foster Parents

Roll Call

Stacey Atkinson \_\_\_\_\_

Mary Wolbert \_\_\_\_\_

Barbara Kelly \_\_\_\_\_

Richard Wolbert \_\_\_\_\_

Mary Smith-Jones \_\_\_\_\_

15. Old Business

16. New Business

17. Superintendent's Report

A. Enrollment Report

B. Attendance Report

C. Nurse's Report

D. Discipline Report

E. H.I.B. Incidents:

\_\_\_ 1 \_\_\_ incidents reported: \_\_\_ 1 \_\_\_ were confirmed bullying, \_\_\_ \_\_\_ determined to be non-HIB related or non-actionable HIB, and \_\_\_ \_\_\_ inconclusive.

F. Drills:

- Shelter in Place – March 1, 2017 – 11:15 AM

- Fire Drill – March 8, 2017 – 2 minutes 50 seconds

18. Correspondence

19. Board Comments

20. Public Comments

21. 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  
February 15, 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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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	Present	Mary Wolbert	Present
Barbara Kelly	Present	Richard Wolbert	Present
Mary Smith-Jones	Present		



Mr. Richard Wolbert, Board President opened the meeting.

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

There was eight (8) member of the public present at the meeting.

5. Board Member Comments on the Agenda

There were no Board Member comments on the agenda.

6. Public Comment on Agenda Items Only

There were no public comments on the agenda.

7. Student Recognition

Keyla Martel and Lianna Pawlicki were recognized as Upstanders for the month and Ameniah Young was recognized as the Learner to Leader for the month.

8. A motion was made by Stacey Atkinson and seconded by Mary Smith-Jones to approve the minutes for the Regular meeting on January 18, 2017.

Roll Call

Stacey Atkinson	Affirmative	Mary Wolbert	Affirmative
Barbara Kelly	Affirmative	Richard Wolbert	Affirmative
Mary Smith-Jones	Affirmative		

MONTHLY FINANCIALS/CONTRACTS:

9. Consent Agenda:

A motion was made by Stacey Atkinson 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 accept the financial Report of the Secretary for the month ending December 2016: Balance on hand \$2,892,156.57

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 December 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 December 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 December 2016.

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

D. MOTION: To approve the purchase orders in the amount of \$92,955.95 for the month of February 2017.

E. MOTION: To approve the bills list:

BE IT RESOLVED, that the Board of Education approve the bills totaling \$233,300.34 for the month of February 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 January 15, 2017 in the amount of \$149,150.26 and for the pay period ending January 31, 2017 in the amount of \$153,120.17 in the total amount of \$302,270.43 for the month of January 2017.

G. MOTION: BE IT RESOLVED, that the Board of Education approve the purchase orders for the referendum project for the month of February 2017 in the amount of \$1,318.20.

H. MOTION: BE IT RESOLVED, that the Board of Education approve the bills list for the referendum project for the month of February 2017 in the amount of \$1,318.20.

#### Roll Call

Stacey Atkinson	Affirmative	Mary Wolbert	Affirmative
Barbara Kelly	Affirmative	Richard Wolbert	Affirmative
Mary Smith-Jones	Affirmative		

#### PERSONNEL:

##### 10. Consent Agenda:

A motion was made by Mary Smith-Jones and seconded by Barbara Kelley to approve the following action items A through J 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 March 2017.

B. MOTION: BE IT RESOLVED, that the Board of Education approve the Homebound Instruction for 1 student effective February 2, 2017 in the amount of \$40.00 per hour not to accede 10 hours a week.

C. MOTION: BE IT RESOLVED, that the Board of Education approve the Homebound Instruction for 1 student effective February 2, 2017 in the amount of \$40.00 per hour not to accede 10 hours a week.

D. MOTION: BE IT RESOLVED, that the Board of Education approve Lois Harmon to conduct Homebound Instruction in the amount of \$40.00 per hour not to exceed 10 hours a week.

E. MOTION: BE IT RESOLVED, that the Board of Education approve Brooke Vermes to conduct Homebound Instruction in the amount of \$40.00 per hour not to exceed 10 hours a week.

F. MOTION: BE IT RESOLVED, that the Board of Education approve Suzanne Columbia as Speech Therapist, MA, Step# 11, at the salary of \$61,093.00, effective March 20, 2017.

G. MOTION: BE IT RESOLVED, that the Board of Education approve the revised FMLA dates for Margaret Gunkel effective January 24, 2017 to June 2, 2017.

H. MOTION: BE IT RESOLVED, that the Board of Education approve Gisellmary Gonzalez-Rivera to be added to the Sub Caller List for the 2016-2017 School Year.

I. MOTION: BE IT RESOLVED, that the Board of Education approve Daniel Miranda to be added to the Sub Caller List for the 2016-2017 School Year.

J. MOTION: BE IT RESOLVED, that the Board of Education approve Shannon Pokusa, as maternity leave substitute at the rate of \$200.00 per day, effective date February 21, 2017.

Roll Call

Stacey Atkinson	Affirmative	Mary Wolbert	Affirmative
Barbara Kelly	Affirmative	Richard Wolbert	Affirmative
Mary Smith-Jones	Affirmative		

PROFESSIONAL DEVELOPMENT:

11. Consent Agenda: A motion was made by Stacey Atkinson and seconded by Mary Wolbert 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 Professional Development for Kathy Tipton to attend the Innovative, New Activities for Strengthening Your Physical Education Workshop on March 9, 2017 in Cherry Hill, NJ in the total amount of \$245.00.



B.MOTION: BE IT RESOLVED, that the Board of Education approve the Professional Development for Jodi Gottlieb and Glenn Dempster to attend the Holocaust Education Workshop on March 3, 2017 at Rutgers University, New Brunswick, NJ, there will be no cost to the district.

Roll Call

Stacey Atkinson	Affirmative	Mary Wolbert	Affirmative
Barbara Kelly	Affirmative	Richard Wolbert	Affirmative
Mary Smith-Jones	Affirmative		

CURRICULUM & INSTRUCTION:

12. Consent Agenda:

A motion was made by Stacey Atkinson and seconded by Barbara Kelly 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 posting of the Anti-Bullying Bill of Rights Self-Assessment school grade of 71/78 which is a 91%.

B.MOTION: BE IT RESOLVED, that the Board of Education approve the submission of the Violence and Vandalism Report for the 2016-2017 Report Period 1.

Roll Call

Stacey Atkinson	Affirmative	Mary Wolbert	Affirmative
Barbara Kelly	Affirmative	Richard Wolbert	Affirmative
Mary Smith-Jones	Affirmative		

FIELD TRIP:

13. Consent Agenda:

A motion was made by Mary Smith-Jones and seconded by Barbara Kelly to approve the following action items A through E will be considered under consent agenda. Any item that requires further discussion may be pulled from the consent agenda and acted upon separately.

A.MOTION: BE IT RESOLVED, that the Board of Education approve Brittney Kelley and Kathy Tipton for the field trip request to Rowan College at Burlington County for the 2017 Burlington County Teen Arts Festival on March 15, 2017 for 15 students and 2 chaperones. There will be no cost for the students, there will be a cost for bus transportation provided by Laurel Bus in the total amount of \$275.00.

B.MOTION: BE IT RESOLVED, that the Board of Education approve Jodi Gottlieb and Glenn Dempster for the field trip request to the National Constitution Center in Philadelphia, PA on April 4, 2017 for 61 students and 6 chaperones. There will be no cost for the students, there will be a cost for bus transportation. Transportation is pending.



C. MOTION: BE IT RESOLVED, that the Board of Education approve Charlene Singer, Lori Genovesi, and Briana McGuckin for the field trip request to Republic Bank located in Moorestown, NJ on February 24, 2017 for 34 students and 5 chaperones. There will be no cost for the students, there will be a cost for bus transportation provided by Laurel Bus in the total amount of \$225.00.

D. MOTION: BE IT RESOLVED, that the Board of Education approve Larissa Druding and Brooke Vermes for the field trip request to the Burlington County Library for a Writing Conference on June 9, 2017 for 6 students and 2 chaperones. There will be no cost for the students, there will be a cost for bus transportation provided by Laurel Bus in the total amount of \$200.00.

E. MOTION: BE IT RESOLVED, that the Board of Education approve the field trip to the Spirit of Philadelphia for the 8<sup>th</sup> Grade Dinner Dance on June 15, 2017. There will be a cost for transportation provided by Laurel Bus in the total amount of

Roll Call

Stacey Atkinson	Affirmative	Mary Wolbert	Affirmative
Barbara Kelly	Affirmative	Richard Wolbert	Affirmative
Mary Smith-Jones	Affirmative		

POLICIES:

14. A motion was made by Stacey Atkinson and seconded by Barbara Kelly to approve the following: BE IT RESOLVED, that the Board of Education approve the first reading of the policies and procedures for Eligibility under Part B of the IDEA.

Roll Call

Stacey Atkinson	Affirmative	Mary Wolbert	Affirmative
Barbara Kelly	Affirmative	Richard Wolbert	Affirmative
Mary Smith-Jones	Affirmative		

15. Old Business

The committee appointments will be held until all the new board members take office.

16. New Business

There was no new business for the month.

17. Superintendent's Report

A. Enrollment Report: 305

The report was included for review by the Board of Education.

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:

One (1) incidents reported: zero (0) were confirmed bullying, One (1) determined to be non-HIB related or non-actionable HIB, and zero (0) inconclusive.

F. Drills:

- Fire Drill – February 8, 2017 – 2 minutes 45 seconds

18. Correspondence

There was no correspondence for the month.

19. Board Comments

Stacey Atkinson gave a summary of the School Board County Meeting. The main topics were school security and funding.

20. Public Comments

The open to the public comment portion of the meeting began at 8:04 p.m. and closed at 8:04 p.m.

There were no public comments.

21. Door Decorating Contest/Tour of New Facility

The Board of Education took a tour of the building, specifically looking at the new office space in the old locker room. The Board of Education also looked at all the classroom door decorations and picked their top three doors. The theme for the door decorations was Black History Month.

A motion was made by Barbara Kelly and seconded by Mary Smith-Jones to adjourn the Board of Education Meeting at 8:05 p.m.

Roll Call

Stacey Atkinson	Affirmative	Mary Wolbert	Affirmative
Barbara Kelly	Affirmative	Richard Wolbert	Affirmative
Mary Smith-Jones	Affirmative		

Respectfully submitted:

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



EXECUTIVE SESSION

There were no executive session topics for the month of February 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 7 Month Period Ending 01/31/2017

9A

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

101	Cash in bank		
102-107	Cash and cash equivalents		\$2,208,722.96
116	Capital reserve Account		\$500.00
	Accounts receivable:		\$181,976.00
132	Interfund	\$365,303.23	
141	Intergovernmental - State	(\$351,894.06)	
143	Intergovernmental - Other	\$26,911.00	
			\$40,320.17

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

301	Estimated Revenues	\$6,580,223.00	
302	Less Revenues	(\$3,816,822.08)	
			\$2,763,400.92

Total assets and resources

-----  
 \$5,194,920.05  
 -----

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Beverly City Board of Education  
 General Fund - Fund 10  
 Interim Balance Sheet  
 For 7 Month Period Ending 01/31/2017

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 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 \$2,711,097.83  
 Reserved fund balance:

760 Reserved Fund Balance \$392,738.95

601 Appropriations \$6,810,533.00

602 Less : Expenditures \$2,753,855.50

603 Encumbrances \$2,711,097.83 (\$5,464,953.33)

-----  
 \$1,345,579.67

Total Appropriated

-----  
 \$4,449,416.45

--- Unappropriated ---

770 Unreserved Fund Balance - \$957,292.60

303 Budgeted Fund Balance (\$230,310.00)

TOTAL FUND BALANCE

-----  
 \$5,176,399.05

TOTAL LIABILITIES AND FUND EQUITY

-----  
 \$5,194,920.05  
 -----

Beverly City Board of Education  
 General Fund - Fund 10  
 Interim Balance Sheet  
 For 7 Month Period Ending 01/31/2017

RECAPITULATION OF FUND BALANCE:

	Budgeted	Actual	Variance
Appropriations	\$6,810,533.00	\$5,464,953.33	\$1,345,579.67
Revenues	(\$6,580,223.00)	(\$3,816,822.08)	(\$2,763,400.92)
	\$230,310.00	\$1,648,131.25	(\$1,417,821.25)
Less: Adjust for prior year encumb.	\$0.00	\$0.00	
Budgeted Fund Balance	\$230,310.00	\$1,648,131.25	(\$1,417,821.25)

Recapitulation of Budgeted Fund Balance by Subfund

Fund 10 (includes 10, 11, 12, and 13)	\$230,310.00	\$1,648,131.25	(\$1,417,821.25)
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	\$230,310.00	\$1,648,131.25	(\$1,417,821.25)

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 7 Month Period Ending 01/31/2017

		BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***					
1XXX	From Local Sources	\$2,847,921.00	\$1,851,734.73		\$996,186.27
3XXX	From State Sources	\$3,732,302.00	\$1,933,116.00		\$1,799,186.00
4XXX	From Federal Sources		\$31,971.35		(\$31,971.35)
TOTAL REVENUE/SOURCES OF FUNDS		\$6,580,223.00	\$3,816,822.08		\$2,763,400.92
*** EXPENDITURES ***					
--- CURRENT EXPENSE ---					
11-1XX-100-XXX	Regular Programs - Instruction	\$1,559,229.00	\$690,587.83	\$815,528.92	\$53,112.25
11-2XX-100-XXX	Special Education - Instruction	\$360,886.00	\$214,612.30	\$146,273.70	\$0.00
11-230-100-XXX	Basic Skills - Remedial Instruction	\$65,899.00	\$65,440.10	\$1.00	\$457.90
11-240-100-XXX	Bilingual Education - Instruction	\$52,995.00	\$26,497.00	\$26,498.00	\$0.00
11-401-100-XXX	School-Spon. Cocurr. Acti-Inst	\$10,000.00	\$3,158.20	\$6,632.80	\$209.00
11-402-100-XXX	School-Spons. Athletics - Instruction	\$8,500.00	\$4,524.96	\$66.00	\$3,909.04
11-4XX-100-XXX	Other Instrc. Programs - Instruction	\$1.00	\$0.00	\$1.00	\$0.00
--- UNDISTRIBUTED EXPENDITURES ---					
11-000-100-XXX	Instruction	\$1,413,392.00	\$360,163.27	\$636,584.78	\$416,643.95
11-000-211-XXX	Attendance and Social Work Services	\$28,585.00	\$18,124.94	\$10,435.06	\$25.00
11-000-213-XXX	Health Services	\$150,399.00	\$67,649.78	\$82,178.39	\$570.83
11-000-216-XXX	Speech, OT,PT & Related Svcs	\$120,273.00	\$51,582.55	\$64,489.85	\$4,200.60
11-000-217-XXX	Other Support Serv - Students Extra Srvc	\$17,720.00	\$0.00	\$13,720.00	\$4,000.00
11-000-218-XXX	Guidance	\$18,650.00	\$8,056.28	\$7,093.72	\$3,500.00
11-000-219-XXX	Child Study Teams	\$306,641.00	\$118,411.37	\$80,916.73	\$107,312.90
11-000-221-XXX	Improv of Inst. - Instruc Staff	\$198,774.00	\$107,594.10	\$91,079.90	\$100.00
11-000-222-XXX	Educational Media Serv/School Library	\$4,920.00	\$3,342.45	\$558.98	\$1,018.57
11-000-223-XXX	Instructional Staff Training Services	\$25,500.00	\$14,172.00	\$7,581.00	\$3,747.00
11-000-230-XXX	Supp. Serv.-General Administration	\$238,461.00	\$101,664.81	\$80,200.64	\$56,595.55
11-000-240-XXX	Supp. Serv.-School Administration	\$22,001.00	\$10,358.47	\$7,053.33	\$4,589.20
11-000-25X-XXX	Central Serv & Admin. Inform. Tech.	\$220,577.00	\$98,509.98	\$73,949.57	\$48,117.45
11-000-261-XXX	Require Maint. for School Facilities	\$101,000.00	\$35,195.79	\$7,981.51	\$57,822.70
11-000-262-XXX	Custodial Services	\$406,442.00	\$190,382.46	\$109,418.25	\$106,641.29
11-000-270-XXX	Student Transportation Services	\$432,519.00	\$119,500.31	\$154,042.99	\$158,975.70
11-XXX-XXX-2XX	Allocated and Unallocated Benefits	\$967,214.00	\$432,506.55	\$225,350.11	\$309,357.34
TOTAL GENERAL CURRENT EXPENSE EXPENDITURES/USES OF FUNDS		\$6,730,578.00	\$2,742,035.50	\$2,647,636.23	\$1,340,906.27

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 7 Month Period Ending 01/31/2017

*** EXPENDITURES - cont'd ***	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
*** CAPITAL OUTLAY ***				
12-XXX-XXX-73X Equipment	\$62,000.00	\$0.00	\$57,551.60	\$4,448.40
12-000-4XX-XXX Facilities acquisition & constr. serv.	\$17,955.00	\$11,820.00	\$5,910.00	\$225.00
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TOTAL CAP OUTLAY EXPEND./USES OF FUNDS	\$79,955.00	\$11,820.00	\$63,461.60	\$4,673.40
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TOTAL GENERAL FUND EXPENDITURES	\$6,810,533.00	\$2,753,855.50	\$2,711,097.83	\$1,345,579.67
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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 7 Month Period Ending 01/31/2017

		ESTIMATED	ACTUAL	UNREALIZED
--- LOCAL SOURCES ---				
1210	Local Tax Levy	\$2,845,921.00	\$1,799,543.06	\$1,046,377.94
1XXX	Miscellaneous	\$2,000.00	\$52,191.67	(\$50,191.67)
	TOTAL	\$2,847,921.00	\$1,851,734.73	\$996,186.27
--- STATE SOURCES ---				
3121	Categorical Transportation Aid	\$193,173.00	\$193,173.00	.00
3131	Extraordinary Aid	\$10,000.00	\$29,899.00	(\$19,899.00)
3132	Categorical Special Education Aid	\$170,576.00	\$170,576.00	.00
3176	Equalization	\$2,420,975.00	\$595,800.00	\$1,825,175.00
3177	Categorical Security	\$87,320.00	\$87,320.00	.00
3178	Adjustment Aid	\$840,178.00	\$840,178.00	.00
3183	Professional Learning Community Aid	\$2,980.00	\$2,980.00	.00
3XXX	Other State Aids	\$7,100.00	\$13,190.00	(\$6,090.00)
	TOTAL	\$3,732,302.00	\$1,933,116.00	\$1,799,186.00
--- FEDERAL SOURCES ---				
4200	Medicaid Reimbursement		\$17,629.08	(\$17,629.08)
4XXX	Other Federal Aids	\$0.00	\$14,342.27	(\$14,342.27)
	TOTAL	\$0.00	\$31,971.35	(\$31,971.35)
--- OTHER FINANCING SOURCES ---				
	TOTAL REVENUES/SOURCES OF FUNDS	\$6,580,223.00	\$3,816,822.08	\$2,763,400.92

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 7 Month Period Ending 01/31/2017

	Appropriations	Expenditures	Encumbrances	Available Balance
<b>*** GENERAL CURRENT EXPENSE ***</b>				
--- Regular Programs - Instruction ---				
11-110-100-101 Kindergarten - Salaries of Teachers	\$139,729.00	\$71,595.40	\$68,133.60	.00
11-120-100-101 Grades 1-5 - Salaries of Teachers	\$647,124.00	\$255,990.90	\$391,133.10	.00
11-130-100-101 Grades 6-8 - Salaries of Teachers	\$350,370.00	\$147,011.20	\$203,358.80	.00
--- Regular Programs - Home Instruction ---				
11-150-100-101 Salaries of Teachers	\$6,500.00	\$6,340.00	\$0.00	\$160.00
11-150-100-320 Purchased Prof.-Ed. Services	\$1,500.00	.00	.00	\$1,500.00
--- Regular Programs - Undistr. Instruction ---				
11-190-100-106 Other Salaries for Instruction	\$145,096.00	\$37,734.19	\$107,361.81	.00
11-190-100-320 Purchased Prof.-Ed. Services	\$15,800.00	.00	.00	\$15,800.00
11-190-100-340 Purchased Technical Services	\$66,510.00	\$46,860.22	\$15,813.75	\$3,836.03
11-190-100-500 Other Purch. Serv. (400-500 series)	\$40,000.00	\$22,097.89	\$15,773.60	\$2,128.51
11-190-100-610 General Supplies	\$116,700.00	\$100,044.15	\$13,954.26	\$2,701.59
11-190-100-640 Textbooks	\$23,900.00	\$2,682.38	.00	\$21,217.62
11-190-100-800 Other Objects	\$6,000.00	\$231.50	.00	\$5,768.50
TOTAL	\$1,559,229.00	\$690,587.83	\$815,528.92	\$53,112.25
--- SPECIAL EDUCATION - INSTRUCTION ---				
Learning and/or Language Disabilities:				
11-204-100-101 Salaries of Teachers	\$114,127.00	\$95,285.90	\$18,841.10	\$0.00
11-204-100-106 Other Salaries for Instruction	\$35,000.00	\$25,156.40	\$9,843.60	.00
TOTAL	\$149,127.00	\$120,442.30	\$28,684.70	\$0.00
Resource Room/Resource Center:				
11-213-100-101 Salaries of Teachers	\$211,759.00	\$94,170.00	\$117,589.00	\$0.00
TOTAL	\$211,759.00	\$94,170.00	\$117,589.00	\$0.00
TOTAL SPECIAL ED - INSTRUCTION				
TOTAL	\$360,886.00	\$214,612.30	\$146,273.70	\$0.00
--- Basic Skills/Remedial-Instruction ---				
11-230-100-101 Salaries of Teachers	\$65,899.00	\$65,440.10	\$1.00	\$457.90
TOTAL	\$65,899.00	\$65,440.10	\$1.00	\$457.90
--- Bilingual Education-Instruction ---				
11-240-100-101 Salaries of Teachers	\$52,995.00	\$26,497.00	\$26,498.00	\$0.00
TOTAL	\$52,995.00	\$26,497.00	\$26,498.00	\$0.00
--- School spons.cocurricular activities-Instruction ---				
11-401-100-100 Salaries	\$7,000.00	\$871.20	\$6,128.80	.00
11-401-100-500 Purchased Services (300-500 series)	\$2,300.00	\$1,606.00	\$504.00	\$190.00
11-401-100-800 Other Objects	\$700.00	\$681.00	.00	\$19.00
TOTAL	\$10,000.00	\$3,158.20	\$6,632.80	\$209.00
--- School sponsored athletics-Instruct. ---				
11-402-100-100 Salaries	\$4,500.00	\$4,434.00	\$66.00	.00
11-402-100-600 Supplies and Materials	\$4,000.00	\$90.96	.00	\$3,909.04

Beverly City Board of Education  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 7 Month Period Ending 01/31/2017

	Appropriations	Expenditures	Encumbrances	Available Balance
<b>TOTAL</b>	<b>\$8,500.00</b>	<b>\$4,524.96</b>	<b>\$66.00</b>	<b>\$3,909.04</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	\$343,754.00	\$176,037.60	\$117,357.40	\$50,359.00
11-000-100-562 Tuition to Other LEAs within State Special	\$213,480.00	(\$599.95)	\$1.00	\$214,078.95
11-000-100-563 Tuition to Co.Voc.School Dist.-reg.	\$131,540.00	\$74,054.40	\$49,369.60	\$8,116.00
11-000-100-565 Tuition to Co.Spec.Serv. & Reg. Day schls	\$401,915.00	\$1,649.72	\$398,536.78	\$1,728.50
11-000-100-566 Tuition to Priv Sch for Disbl w/i State	\$252,197.00	\$109,021.50	\$71,320.00	\$71,855.50
11-000-100-568 Tuition - State Facilities	\$35,465.00	.00	.00	\$35,465.00
11-000-100-569 Tuition - Other	\$35,041.00	.00	.00	\$35,041.00
<b>TOTAL</b>	<b>\$1,413,392.00</b>	<b>\$360,163.27</b>	<b>\$636,584.78</b>	<b>\$416,643.95</b>
--- Attendance and social work services ---				
11-000-211-100 Salaries	\$27,585.00	\$17,569.94	\$10,015.06	.00
11-000-211-300 Purchased Prof. & Tech. Svc.	\$1,000.00	\$555.00	\$420.00	\$25.00
<b>TOTAL</b>	<b>\$28,585.00</b>	<b>\$18,124.94</b>	<b>\$10,435.06</b>	<b>\$25.00</b>
--- Health services ---				
11-000-213-100 Salaries	\$73,399.00	\$37,429.11	\$35,969.89	.00
11-000-213-300 Purchased Prof. & Tech. Svc.	\$75,500.00	\$29,282.75	\$46,208.50	\$8.75
11-000-213-600 Supplies and Materials	\$1,000.00	\$852.92	.00	\$147.08
11-000-213-800 Other Objects	\$500.00	\$85.00	.00	\$415.00
<b>TOTAL</b>	<b>\$150,399.00</b>	<b>\$67,649.78</b>	<b>\$82,178.39</b>	<b>\$570.83</b>
--- Speech, OT,PT & Related Svcs ---				
11-000-216-100 Salaries	\$74,273.00	\$37,136.50	\$37,136.50	.00
11-000-216-320 Purchased Prof. Ed. Services	\$44,000.00	\$14,446.05	\$27,353.35	\$2,200.60
11-000-216-600 Supplies and Materials	\$2,000.00	.00	.00	\$2,000.00
<b>TOTAL</b>	<b>\$120,273.00</b>	<b>\$51,582.55</b>	<b>\$64,489.85</b>	<b>\$4,200.60</b>
--- Other support services - Students - Extra Srvc				
11-000-217-100 Salaries	\$13,720.00	.00	\$13,720.00	.00
11-000-217-320 Purchased Prof. Ed. Services	\$4,000.00	.00	.00	\$4,000.00
<b>TOTAL</b>	<b>\$17,720.00</b>	<b>\$0.00</b>	<b>\$13,720.00</b>	<b>\$4,000.00</b>
--- Guidance ---				
11-000-218-105 Sal Secr. & Clerical Asst.	\$15,150.00	\$8,056.28	\$7,093.72	.00
11-000-218-320 Purchased Prof. - Ed. Services	\$3,500.00	.00	.00	\$3,500.00
<b>TOTAL</b>	<b>\$18,650.00</b>	<b>\$8,056.28</b>	<b>\$7,093.72</b>	<b>\$3,500.00</b>
--- Child Study Teams ---				
11-000-219-104 Salaries Other Prof. Staff	\$211,195.00	\$86,125.47	\$67,331.53	\$57,738.00
11-000-219-105 Sal Secr. & Clerical Asst.	\$21,466.00	\$12,858.26	\$8,607.74	.00
11-000-219-320 Purchased Prof. - Ed. Services	\$55,000.00	\$13,425.00	.00	\$41,575.00



Beverly City Board of Education  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 7 Month Period Ending 01/31/2017

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-219-390 Other Purch. Prof. & Tech Svc.	\$10,400.00	\$1,059.74	\$1,689.31	\$7,650.95
11-000-219-600 Supplies and Materials	\$3,800.00	\$278.90	\$3,288.15	\$232.95
11-000-219-800 Other Objects	\$4,780.00	\$4,664.00	.00	\$116.00
TOTAL	\$306,641.00	\$118,411.37	\$80,916.73	\$107,312.90
--- Improv. of instr. Serv. ---				
11-000-221-102 Salaries Superv. of Instr.	\$182,174.00	\$98,019.92	\$84,154.08	.00
11-000-221-104 Salaries Other Prof. Staff	\$8,000.00	\$4,703.44	\$3,296.56	.00
11-000-221-105 Sal Secr. & Clerical Asst.	\$2,500.00	\$1,450.12	\$1,049.88	.00
11-000-221-11X Other Salaries	\$6,000.00	\$3,420.62	\$2,579.38	.00
11-000-221-600 Supplies and Materials	\$100.00	.00	.00	\$100.00
TOTAL	\$198,774.00	\$107,594.10	\$91,079.90	\$100.00
--- Educational media serv./sch.library ---				
11-000-222-300 Purchased Prof. & Tech Svc.	\$420.00	.00	.00	\$420.00
11-000-222-500 Other Purchased Services (400-500 series)	\$100.00	.00	.00	\$100.00
11-000-222-600 Supplies and Materials	\$4,300.00	\$3,342.45	\$558.98	\$398.57
11-000-222-800 Other Objects	\$100.00	.00	.00	\$100.00
TOTAL	\$4,920.00	\$3,342.45	\$558.98	\$1,018.57
--- 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)	\$24,500.00	\$14,172.00	\$7,581.00	\$2,747.00
TOTAL	\$25,500.00	\$14,172.00	\$7,581.00	\$3,747.00
--- Support services-general administration ---				
11-000-230-100 Salaries	\$142,861.00	\$69,687.24	\$73,164.76	\$9.00
11-000-230-331 Legal Services	\$46,600.00	\$10,412.65	.00	\$36,187.35
11-000-230-332 Audit Fees	\$20,000.00	\$15,750.00	\$4,250.00	.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	\$1,644.68	\$700.00	\$655.32
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	\$1,567.74	\$48.52	\$3,383.74
11-000-230-610 General Supplies	\$4,000.00	\$1,832.50	\$2,037.36	\$130.14
11-000-230-890 Misc. Expenditures	\$3,000.00	\$250.00	.00	\$2,750.00
11-000-230-895 BOE Membership Dues and Fees	\$7,000.00	\$520.00	.00	\$6,480.00
TOTAL	\$238,461.00	\$101,664.81	\$80,200.64	\$56,595.55
--- Support services-school administration ---				
11-000-240-105 Sal Secr. & Clerical Asst.	\$16,001.00	\$9,682.67	\$6,318.33	.00
11-000-240-600 Supplies and Materials	\$5,500.00	\$175.90	\$735.00	\$4,589.20
11-000-240-800 Other Objects	\$500.00	\$500.00	.00	.00
TOTAL	\$22,001.00	\$10,358.47	\$7,053.33	\$4,589.20
--- Central Services ---				
11-000-251-100 Salaries	\$168,377.00	\$96,194.28	\$72,182.72	.00
11-000-251-340 Purchased Technical Services	\$9,000.00	\$817.92	\$1,745.32	\$6,436.76

Beverly City Board of Education  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 7 Month Period Ending 01/31/2017

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-251-592 Misc Pur Serv (400-500 series )	\$24,000.00	.00	.00	\$24,000.00
11-000-251-600 Supplies and Materials	\$4,000.00	\$1,497.78	\$21.53	\$2,480.69
11-000-251-89X Other Objects	\$3,200.00	.00	.00	\$3,200.00
<b>TOTAL</b>	<b>\$208,577.00</b>	<b>\$98,509.98</b>	<b>\$73,949.57</b>	<b>\$36,117.45</b>
--- Admin. Info. Technology ---				
11-000-252-340 Purchased Technical Services	\$12,000.00	.00	.00	\$12,000.00
<b>TOTAL</b>	<b>\$12,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$12,000.00</b>
<b>TOTAL Cent. Svcs. &amp; Admin IT</b>	<b>\$220,577.00</b>	<b>\$98,509.98</b>	<b>\$73,949.57</b>	<b>\$48,117.45</b>
--- Required Maint.for School Facilities ---				
11-000-261-420 Cleaning, Repair & Maint. Svc.	\$66,000.00	\$10,353.79	\$1,901.28	\$53,744.93
11-000-261-610 General Supplies	\$35,000.00	\$24,842.00	\$6,080.23	\$4,077.77
<b>TOTAL</b>	<b>\$101,000.00</b>	<b>\$35,195.79</b>	<b>\$7,981.51</b>	<b>\$57,822.70</b>
--- Custodial Services ---				
11-000-262-1XX Salaries				
11-000-262-107 Salaries of Non-Instructional Aids	\$119,190.00	\$72,346.83	\$46,943.17	\$0.00
11-000-262-300 Purchased Prof. & Tech. Svc.	\$16,152.00	\$3,891.28	\$12,260.72	.00
11-000-262-420 Cleaning, Repair & Maint. Svc.	\$25,000.00	\$4,929.31	\$6,209.77	\$13,860.92
11-000-262-441 Rental of Land & Bldgs Other Than Lease	\$88,500.00	\$78,476.86	\$7,477.80	\$2,545.34
11-000-262-490 Other Purchased Property Svc.	\$6,000.00	\$282.00	\$186.00	\$5,530.00
11-000-262-520 Insurance	\$4,000.00	\$292.00	\$610.00	\$3,098.00
11-000-262-590 Misc. Purchased Services	\$23,600.00	.00	.00	\$23,600.00
11-000-262-610 General Supplies	\$7,000.00	\$2,002.97	\$490.00	\$4,507.03
11-000-262-621 Energy (Natural Gas)	\$6,000.00	.00	.00	\$6,000.00
11-000-262-622 Energy (Electricity)	\$41,000.00	\$3,738.03	\$12,261.97	\$25,000.00
11-000-262-8XX Other Objects	\$67,500.00	\$24,423.18	\$23,076.82	\$20,000.00
	\$2,500.00	\$0.00	\$0.00	\$2,500.00
<b>TOTAL</b>	<b>\$406,442.00</b>	<b>\$190,382.46</b>	<b>\$109,418.25</b>	<b>\$106,641.29</b>
<b>TOTAL Oper &amp; Maint of Plant Services</b>	<b>\$507,442.00</b>	<b>\$225,578.25</b>	<b>\$117,399.76</b>	<b>\$164,463.99</b>
--- Student transportation services ---				
11-000-270-161 Sal Pupil Trans(Bet Home & Sch)-Sp Ed	\$14,660.00	\$8,594.60	\$6,065.40	.00
11-000-270-162 Sal Pupil Trans.Other than Bet Home & Sch	\$14,660.00	\$8,594.60	\$6,065.40	.00
11-000-270-511 Contract Svc (btw Home & Sch.)-vendors	\$40,499.00	\$18,519.48	\$12,346.32	\$9,633.20
11-000-270-512 Contract Svc (other btw home & sch)-vndrs	\$10,000.00	\$2,256.55	\$1,354.29	\$6,389.16
11-000-270-513 Contract Svc (btw home & sch.)-joint agree	\$12,000.00	.00	\$1,468.24	\$10,531.76
11-000-270-514 Contract Svc (Sp Ed.)-vendors	\$20,000.00	\$4,628.42	.00	\$15,371.58
11-000-270-515 Contract Svc (Sp Ed.)-joint agreements	\$16,000.00	.00	\$9,000.00	\$7,000.00
11-000-270-517 Contract Svc (reg std) - ESCs	\$92,700.00	\$14,085.37	\$22,064.63	\$56,550.00
11-000-270-518 Contract Svc (Sp Ed) - ESCs	\$172,000.00	\$43,329.09	\$75,170.91	\$53,500.00
11-000-270-503 Contr Svc-Aid in Lieu Paymnts-Non Pub Sch	\$40,000.00	\$19,492.20	\$20,507.80	.00
<b>TOTAL</b>	<b>\$432,519.00</b>	<b>\$119,500.31</b>	<b>\$154,042.99</b>	<b>\$158,975.70</b>
11-XXX-XXX-210 Group Insurance	\$47,287.00	(\$49,623.50)	.00	\$96,910.50
11-XXX-XXX-220 Social Security Contributions	\$70,000.00	\$35,113.53	\$34,886.47	.00

Beverly City Board of Education  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 7 Month Period Ending 01/31/2017

	Appropriations	Expenditures	Encumbrances	Available Balance
11-XXX-XXX-241 Other Retirement Contrb. - PERS	\$56,119.00	.00	\$56,119.00	.00
11-XXX-XXX-242 Other Retirement Contrb. - ERIP	\$500.00	\$488.05	.00	\$11.95
11-XXX-XXX-250 Unemployment Compensation	\$30,000.00	\$2,532.17	\$27,467.83	.00
11-XXX-XXX-260 Workman's Compensation	\$44,000.00	\$43,928.97	.00	\$71.03
11-XXX-XXX-270 Health Benefits	\$661,108.00	\$371,221.12	\$92,631.62	\$197,255.26
11-XXX-XXX-280 Tuition Reimbursement	\$29,500.00	\$14,659.80	.00	\$14,840.20
11-XXX-XXX-290 Other Employee Benefits	\$28,700.00	\$14,186.41	\$14,245.19	\$268.40
<b>TOTAL</b>	<b>\$967,214.00</b>	<b>\$432,506.55</b>	<b>\$225,350.11</b>	<b>\$309,357.34</b>
Total Undistributed Expenditures	\$4,673,068.00	\$1,737,215.11	\$1,652,634.81	\$1,283,218.08
*** TOTAL CURRENT EXPENSE EXPENDITURES ***	\$6,730,578.00	\$2,742,035.50	\$2,647,636.23	\$1,340,906.27
*** TOTAL CURRENT EXPENSE EXPENDITURES & TRANSFERS ***	\$6,730,578.00	\$2,742,035.50	\$2,647,636.23	\$1,340,906.27

Beverly City Board of Education  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 7 Month Period Ending 01/31/2017

	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	\$17,955.00	\$11,820.00	\$5,910.00	\$225.00
Sub Total	\$17,955.00	\$11,820.00	\$5,910.00	\$225.00
TOTAL	\$17,955.00	\$11,820.00	\$5,910.00	\$225.00
TOTAL CAPITAL OUTLAY EXPENDITURES	\$21,955.00	\$11,820.00	\$5,910.00	\$4,225.00

Beverly City Board of Education  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 7 Month Period Ending 01/31/2017

	Appropriations	Expenditures	Encumbrances	Available Balance
*** EDUCATION JOBS FUND **				
*** FEMA COMMUNITY DEVELOPMENT BLOCK GRANT ***				
TOTAL GENERAL FUND EXPENDITURES	\$6,752,533.00	\$2,753,855.50	\$2,653,546.23	\$1,345,131.27

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

For 7 Month Period Ending 01/31/2017

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. 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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2/8 10:37pm

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Beverly City Board of Education  
School-Based Budget - Fund 15  
Interim Balance Sheet  
For 7 Month Period Ending 01/31/17

-----  
ASSETS AND RESOURCES  
-----

--- ASSETS ---

--- RESOURCES ---

-----  
-----



REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Beverly City Board of Education  
School-Based Budget - Fund 15  
Interim Balance Sheet  
For 7 Month Period Ending 01/31/17

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

FUND BALANCE

-----

--- Appropriated ---

Reserved fund balance:

--- Unappropriated ---

-----  
-----

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Beverly City Board of Education  
School-Based Budget - Fund 15  
Interim Balance Sheet  
For 7 Month Period Ending 01/31/17

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

RECAPITULATION OF FUND BALANCE:

	Budgeted	Actual	Variance
	-----	-----	-----
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  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE  
For 7 Month Period Ending 01/31/17

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

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

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 7 Month Period Ending 01/31/17

	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 7 Month Period Ending 01/31/17

.....  
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 7 Month Period Ending 01/31/17

I, \_\_\_\_\_, Board Secretary/Business Administrator  
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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  
 Special Revenue Fund - Fund 20  
 Interim Balance Sheet  
 For 7 Month Period Ending 01/31/17

-----  
 ASSETS AND RESOURCES  
 -----

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

101	Cash in bank		
	Accounts receivable:		\$413,457.97
141	Intergovernmental - State	\$22,077.10	
142	Intergovernmental - Federal	\$129,735.98	
143	Intergovernmental - Other	\$0.27	
153.154	Other (net of estimated uncollectible of \$___)	(\$0.27)	
			-----
			\$151,813.08

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

301	Estimated Revenues	\$611,254.00	
302	Less Revenues	(\$303,297.08)	
			-----
			\$307,956.92
			-----
	Total assets and resources		\$873,227.97
			-----



REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Beverly City Board of Education  
Special Revenue Fund - Fund 20  
Interim Balance Sheet  
For 7 Month Period Ending 01/31/17

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

--- LIABILITIES ---

481	Deferred revenues	\$167,726.34
	Other current liabilities	\$339,320.58
	<b>TOTAL LIABILITIES</b>	<b>\$507,046.92</b>

FUND BALANCE

--- Appropriated ---

753	Reserve for encumbrances - Current Year	\$177,792.56
601	Appropriations	\$611,254.00
602	Less: Expenditures	\$245,072.95
603	Encumbrances	\$177,792.56 (\$422,865.51)
	<b>TOTAL FUND BALANCE</b>	<b>\$188,388.49</b>
	<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<b>\$366,181.05</b>
		<b>\$873,227.97</b>

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 7 Month Period Ending 01/31/17

		BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***					
3XXX	From State Sources	\$302,862.00	\$302,862.00		.00
4XXX	From Federal Sources	\$308,392.00	\$435.08		\$307,956.92
TOTAL REVENUE/SOURCES OF FUNDS		\$611,254.00	\$303,297.08		\$307,956.92
*** EXPENDITURES ***					
		APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
STATE PROJECTS:					
	Preschool Education Aid	\$302,862.00	\$118,034.70	\$115,530.30	\$69,297.00
TOTAL STATE PROJECTS		\$302,862.00	\$118,034.70	\$115,530.30	\$69,297.00
FEDERAL PROJECTS:					
	NCLB Title I - Part A/D	\$176,398.00	\$69,997.90	\$28,002.10	\$78,398.00
	I.D.E.A. Part B (Handicapped)	\$101,566.00	\$30,360.75	\$30,360.76	\$40,844.49
	NCLB Title II - Part A/D	\$30,428.00	\$26,679.60	\$3,899.40	(\$151.00)
TOTAL FEDERAL PROJECTS		\$308,392.00	\$127,038.25	\$62,262.26	\$119,091.49
*** TOTAL EXPENDITURES ***		\$611,254.00	\$245,072.95	\$177,792.56	\$188,388.49

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 7 Month Period Ending 01/31/17

	ESTIMATED	ACTUAL	UNREALIZED
--- LOCAL SOURCES ---			
--- STATE SOURCES ---			
3218      Preschool Education Aid	\$302,862.00	\$302,862.00	.00
Total Revenue from State Sources	\$302,862.00	\$302,862.00	\$0.00
-----	-----	-----	-----
--- FEDERAL SOURCES ---			
4411-16    Title I	\$176,398.00	\$435.08	\$175,962.92
4420-29    I.D.E.A. Part B (Handicapped)	\$101,566.00	.00	\$101,566.00
4XXX      Other Federal Aids	\$30,428.00	\$0.00	\$30,428.00
Total Revenues from Federal Sources	\$308,392.00	\$435.08	\$307,956.92
-----	-----	-----	-----
TOTAL REVENUES/SOURCES OF FUNDS	\$611,254.00	\$303,297.08	\$307,956.92
-----	-----	-----	-----

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 7 Month Period Ending 01/31/17

	Appropriations	Expenditures	Encumbrances	Available Balance
State Projects:				
PRESCHOOL EDUCATION AID				
--- Preschool Education Aid - Instruction ---				
20-218-100-101 Salaries of Teachers	\$166,854.00	\$81,039.18	\$85,814.82	.00
20-218-100-106 Other Sal. For Instruction	\$66,711.00	\$36,995.52	\$29,715.48	.00
TOTAL Instruction	\$233,565.00	\$118,034.70	\$115,530.30	\$0.00
--- Preschool Education Aid - Support Services ---				
20-218-200-200 Personal Services - Employee Benefits	\$59,543.00	.00	.00	\$59,543.00
TOTAL Support Services	\$59,543.00	\$0.00	\$0.00	\$59,543.00
-----				
TOTAL PRESCHOOL EDUCATION AID	\$293,108.00	\$118,034.70	\$115,530.30	\$59,543.00
Other State Projects:				
PRESCHOOL EXPANSION GRANT				
-----				
TOTAL OTHER STATE PROJECTS	\$293,108.00	\$118,034.70	\$115,530.30	\$59,543.00
20-XXX-XXX-XXX All Other State/Ped/Loc Projects	\$318,146.00	\$127,038.25	\$62,262.26	\$128,845.49
TOTAL EXPENDITURE	\$611,254.00	\$245,072.95	\$177,792.56	\$188,388.49
-----				

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

Special Revenue Fund - Fund 20  
For 7 Month Period Ending 01/31/17

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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  
 Capital Projects Fund - Fund 30  
 Interim Balance Sheet  
 For 7 Month Period Ending 01/31/17

-----  
 ASSETS AND RESOURCES  
 -----

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

101	Cash in bank		
			(\$167,376.13)

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

301	Estimated Revenues	\$1.00	
		-----	\$1.00
			-----
	Total assets and resources		(\$167,375.13)
			-----

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

Capital Projects Fund - Fund 30  
Interim Balance Sheet  
For 7 Month Period Ending 01/31/17

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

FUND BALANCE

--- Appropriated ---

753	Reserve for encumbrances - Current Year			\$1.00
601	Appropriations		\$1.00	
603	Encumbrances	\$1.00	(\$1.00)	
	Total Appropriated			\$1.00

--- Unappropriated ---

770	Fund balance			(\$167,376.13)
-----	--------------	--	--	----------------

TOTAL FUND BALANCE (\$167,375.13)

TOTAL LIABILITIES AND FUND EQUITY (\$167,375.13)

-----



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 7 Month Period Ending 01/31/17

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***				
Other	\$1.00	\$0.00		\$1.00
TOTAL REVENUE/SOURCES OF FUNDS	\$1.00	\$0.00		\$1.00
*** EXPENDITURES ***				
	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
--- Facilities acquisition and constr. serv. ---				
30-000-4XX-100 Salaries	\$1.00	.00	\$1.00	.00
Total fac.acq.and constr. serv.	\$1.00	\$0.00	\$1.00	\$0.00
TOTAL EXPENDITURES	\$1.00	\$0.00	\$1.00	\$0.00
*** TOTAL EXPENDITURES AND TRANSFERS	\$1.00	\$0.00	\$1.00	\$0.00

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

Capital Projects Fund - Fund 30  
For 7 Month Period Ending 01/31/17

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

\_\_\_\_\_  
Date

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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 7 Month Period Ending 01/31/17

-----  
ASSETS AND RESOURCES  
-----

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

101	Cash in bank		\$78,035.00
-----	--------------	--	-------------

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

301	Estimated Revenues	\$79,194.00	
		<u>                    </u>	<u>\$79,194.00</u>

	Total assets and resources		<u>                    </u> <u>\$157,229.00</u> -----
--	----------------------------	--	---

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

Debt Service Fund - Fund 40  
Interim Balance Sheet  
For 7 Month Period Ending 01/31/17

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

FUND BALANCE

--- Appropriated ---

Reserved fund balance:

601	Appropriations	\$79,194.00	
			\$79,194.00
	Total Appropriated		\$79,194.00
---	Unappropriated ---		
770	Fund Balance		\$78,035.00

TOTAL FUND BALANCE

TOTAL LIABILITIES AND FUND EQUITY

\$157,229.00

\$157,229.00

RECAPITULATION OF FUND BALANCE:

	Budgeted	Actual	Variance
Appropriations	\$79,194.00	\$0.00	\$79,194.00
Revenues	(\$79,194.00)	\$0.00	(\$79,194.00)
---			
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 7 Month Period Ending 01/31/17

		BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***					
--- Local Sources ---					
1210	Local tax levy	\$79,194.00	.00		\$79,194.00
	Total Local Sources	\$79,194.00	\$0.00		\$79,194.00
	TOTAL REVENUE/SOURCES OF FUNDS	\$79,194.00	\$0.00		\$79,194.00

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 7 Month Period Ending 01/31/17

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

	APPROPRIATIONS	EXPENDITURES/Enc.	AVAILABLE BALANCE
--- Additional State School Bldg. Aid - Ch. 10 ---			
40-703-510-830 Interest	\$24,194.00	.00	\$24,194.00
40-703-510-910 Redemption of principal	\$55,000.00	.00	\$55,000.00
TOTAL	\$79,194.00	\$0.00	\$79,194.00
TOTAL USES OF FUNDS BEFORE TRANSFERS	\$79,194.00	\$0.00	\$79,194.00
*** TOTAL USES OF FUNDS ***	\$79,194.00	\$0.00	\$79,194.00

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

For 7 Month Period Ending 01/31/17

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\_\_\_\_\_  
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: JANUARY 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	2,328,968.33	617,388.47	461,573.90	2,484,782.90
2		0.00			0.00
3	ED JOBS - Fund 18	-			-
4	Special Revenue Fund - Fund 20 (see page 2)	457,081.65		51,266.68	405,814.97
5	Capital Project Fund - Fund 30	17,868.71	1.52		17,870.23
6	Debt Service Fund - Fund 40	63,607.13			63,607.13
	Total Governmental Funds (Lines 1 thru 5)	2,867,525.82	617,389.99	512,840.58	2,972,075.23
<b>ENTERPRISE FUNDS</b>					
7					
10	Food Program Fund - Fund 60	42,499.46	1,285.90	14,514.68	29,270.68
8					-
9					-
11					-
12					
	Total Operating Account	2,910,025.28	618,675.89	527,355.26	3,001,345.91
<b>TRUST AND AGENCY FUNDS</b>					
13					
14	Payroll	21,795.66	185,005.24	185,005.24	21,795.66
15	Payroll Agency - Fund 90	34,554.46	141,469.39	141,080.92	34,942.93
16	FSA account	127.73	0.01	25.00	102.74
17					
18	Other - School Activities	9,439.76	691.73	110.29	10,021.20
	Total Trust & Agency Funds (Lines 13 thru 15)	65,917.61	327,166.37	326,221.45	66,862.53
19					
	Total All Funds (Lines 6, 12, and 16)	2,975,942.90	945,842.26	853,576.71	3,068,208.45

*Pablo Canela*

Treasurer of School Moneys

3/4/2017

Date

## REPORT OF THE TREASURER TO THE BOARD OF EDUCATION

BEVERLY CITY SCHOOLS  
SPECIAL REVENUE FUND

FOR THE MONTH ENDING: JANUARY 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	(295,065.95)			(295,065.95)
2	Early Childhood Program Aid	679,709.56		27,296.55	652,413.01
3	Preschool Education Aid	-			-
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	50,931.62		13,999.58	36,932.04
13	P.L. 103-382 Title II	(28,900.03)		3,898.40	(32,798.43)
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)	(115,578.44)		6,072.15	(121,650.59)
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)	457,081.65	-	51,266.68	405,814.97

Form A - 149

Bank Reconciliation

Bank Name	Beneficial		Prepared by
Account number	General operating Acct		Date:
Statement Date	January 31, 2017		
Fund/Funds	10,,20,40,		
1	Balance per Bank		3,045,386.37
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)	64,259.76	
5	Other (explain)	-	
6	Total Deductions		64,259.76
7	Net Reconciling Items		(61,910.69)
8	Adjusted Balance per Bank As of	January 31, 2017	2,983,475.68
9	Balance per Board Secretary's Records As of	1/31/2017	** 2,911,462.61
Reconciling Items:			
Additions			
10	Interest Earned	-	
11	Other (Explain)		Pending journal entries
12	Total Additions		-
Deductions			
13	Bank Charges		
14	Other (Explain)	(72,013.07)	Pending journal entries
15	Total deductions		(72,013.07)
16	Net Reconciling items		72,013.07
17	Adjusted Board Secretary's Balance As of	January 31, 2017	2,983,475.68
* 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			

Form A - 149

Bank Reconciliation

Bank Name		Beneficial		Prepared by	
Account number		REFERENDUM ACCT		Date:	
Statement Date		January 31, 2017			
Fund/Funds		FUND 30			
1	Balance per Bank				17,870.23
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					
6	Total Deductions			-	
7	Net Reconciling Items				-
8	Adjusted Balance per Bank As of			January 31, 2017	17,870.23
9	Balance per Board Secretary's Records As of			1/31/2017	** (167,376.13)
Reconciling Items:					
Additions					
10	Interest Earned		-		
11	Other (Explain)		185,246.36	Pending journal entries	
12	Total Additions			185,246.36	
Deductions					
13	Bank Charges				
14	Other (Explain)			Pending journal entries	
15	Total deductions			-	
16	Net Reconciling items				185,246.36
17	Adjusted Board Secretary's Balance As of			January 31, 2017	17,870.23
* 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	January 31, 2017	
Fund/Funds	Net Payroll	

1	Balance per Bank				30,752.62
	Reconciling Items				
	Additions				
	Deposits in transit				
	Date				
	Amount				
2a					
2b					
2c	Misc				
2d	Misc				
2	Misc	-			
3	Total Additions		-		
	Deductions				
	Outstanding Checks				
4	(attached list)	8,956.96			
5	Other (explain)				
6	Total Deductions		8,956.96		
7	Net Reconciling Items				(8,956.96)
8	Adjusted Balance per Bank As of		January 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	January 31, 2017	
Fund/Funds	Payroll Agency (90)	

1 Balance per Bank				60,149.38
Reconciling Items				
Additions				
Deposits in transit				
	Date	Amount		
2a				
2b				
2c				
2d				
2	MISC	-	-	
3	Total Additions		-	
Deductions				
Outstanding Checks				
4	(attached list)	25,206.45		
5	Other (prior period voids)	-		
6	Total Deductions		25,206.45	
7	Net Reconciling Items			(25,206.45)
8	Adjusted Balance per Bank As of		January 31, 2017	34,942.93

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	2400000340	Date:
Statement Date	January 31, 2017	
Fund/Funds	School Activities	

1	Balance per Bank					10,021.20
	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		January 31, 2017		10,021.20	

See Page 3d for Summary

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	9500064390		Date:
Statement Date	January 31, 2017		
Fund/Funds	FSA account		

1	Balance per Bank		102.74
	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	January 31, 2017	102.74
<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		*

\* 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 3h-f

BEVERLY CITY SCHOOLS  
ANALYSIS OF RECONCILING ITEMS  
As of 1-31-2017

FUND-10

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

2,390,698.96

NEEDED GENERAL LEDGER ADJUSTMENTS:

Prior year diff 6-30-16	114,209.46
July - jJune sefv charges	(2,301.43)
Payroll posting/ttransfers	(789.15)
7-19-16 Wire not posted	(4,938.06)
9-2-16wire not posted	(12,096.88)

Interfund July- Dec fund 30 payrolls  
Dec, MAY fund 30 payrolls  
operating account - checks

---

94,083.94

cash per Treasurer school monies report

2,484,782.90

<b>FUND 20</b>	<b>20</b>		
<b>cash per Board Secretary's Report</b>		<u>-</u>	<u><u>413,457.97</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>405,814.97</b>

**FUND 30**

cash per Board Secretary's Report

(167,376.13)

**NEEDED GENERAL LEDGER ADJUSTMENTS:**

Prior year diff 6-30-16

185,235.88

Due to current fund -payroll charges

Due to current fund disb adj

trsfer from general fund

Interest/ service charges

trsfer from general fund

10.48

trsfer from general fund

185,246.36

cash per Treasurer school monies report

17,870.23

**FUND 40**

cash per Board Secretary's Report

78,035.00

**NEEDED GENERAL LEDGER ADJUSTMENTS:**

debt servi payment no recored

(14,427.87)

(14,427.87)

cash per Treasurer school monies report

63,607.13

MISC

**FUND 60**

cash per Balance Sheet.

29,270.68

**NEEDED GENERAL LEDGER ADJUSTMENTS:**

\_\_\_\_\_

-

cash per Treasurer school monies report

29,270.68

BEVERLY CITY SCHOOLS  
 OUSTANDING CHECK LIST

1/31/2017

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

OPERATING ACCOUNT

PAGE 1

16502	34.65	22185	
17961	867.83	22187	
18116	1,605.20	22188	
18815	7.50	22194	
18870	180.00	22197	
19035	600.00	22199	
19086	437.50	22200	
19652	12.40		
19653	14.20	22202	
		22205	
21136	391.68	22206	
21843		22207	
21845	32,981.00	22209	
		22215	
21880		22217	
		22220	56.00
		22222	
		22231	
21981			
21982	24,684.80		
22001	100.00		
22232	600.00		
22239	56.00		
22250	56.00		
22255	1,575.00		

64,203.76

56.00

-



BEVERLY CITY SCHOOLS  
OUTSTANDING CHECK LIST

1/31/2017

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

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

TOTAL OPERATING ACCT OS 64,259.76

BEG BAL OS CKS	238,008.03
ISSUED	141,145.41
CASHED	(314,893.68)
void	
	<u>64,259.76</u>

-

BEVERLY CITY SCHOOLS  
 OUSTANDING CHECK LIST

1/31/2017

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

NET PAYROLL ACCOUNT

202822	182.23	215163			
205215	167.61	215165	212.44		
		215168	138.61		
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				
214936	85.82				
215096	85.80				
215099	523.55				
215104	171.61				
215105	89.92				
215132	770.25				
214143	344.48				
215149	118.84				
215151	2,199.61				
215154	130.96				
215156	172.23				
215159	64.27				

<u>8,605.91</u>	<u>351.05</u>	<u>-</u>
TOTAL O/S CHECKS -PAYROLL ACCT		<u>8,956.96</u>

BEG BAL OS CKS	6,378.80
ISSUED	16,817.88
CASHED	(14,239.72)
	<u>8,956.96</u>

void in prev month

BEVERLY CITY SCHOOLS  
OUTSTANDING CHECK LIST

1/31/2017

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

PAYROLL AGENCY

10539	14.20				
11306	545.00				
11307	283.16				
11308	4,020.00				
11309	12,168.92				
11310	275.00				
11311	1,125.00				
11312	4,197.12				
11313	355.34				
11314	1,897.71				
11315	325.00				

25,206.45

BEG BAL OS CKS	12,452.75
ISSUED	31,787.59
CASHED	(19,033.89)
void	
	<u>25,206.45</u>

BEVERLY CITY SCHOOLS  
OUTSTANDING CHECK LIST

1/31/2017

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

FUND 30 REFERENDUM ACCOUNT

14

-

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

BEG BAL OS CKS

-

ISSUED

-

CASHED

-

void

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

-

-

# Beverly City Board of Education Monthly Transfer Report

9C

va\_s1701  
01/18/2017

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 12-1XX-100-XXX 13-1XX-100-XXX 15-1XX-100-XXX 18-1XX-100-XXX	1,554,319.00	0.00	1,554,319.00	155,431.90	4,910.00	0.32	160,341.90	53,112.25
Special Education, Basic Skills/Remedial and Bilingual Instruction and Speech/OT/PT and Ex	1X-2XX-100-XXX 1X-000-216-XXX 1X-000-217-XXX	572,571.00	0.00	572,571.00	57,257.10	45,202.00	7.89	102,459.10	8,658.50
Vocational Programs-Local	1X-3XX-100-XXX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
School-Spon. Co/Extra-Curr. Activities, School Sponsored Athletics, and Other Instructiona	11-4XX-100-XXX 11-4XX-200-XXX 12-4XX-100-XXX 15-4XX-100-XXX 15-4XX-200-XXX	18,500.00	0.00	18,500.00	1,850.00	1.00	0.01	1,851.00	4,118.04
Community Services Programs/Operations	1X-800-330-XXX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>UNDISTRIBUTED EXPENDITURES</b>		<b>2,145,390.00</b>	<b>0.00</b>	<b>2,145,390.00</b>					<b>65,888.79</b>
Tuition	11-000-100-XXX 16-000-100-XXX 17-000-100-XXX 18-000-100-XXX	1,570,160.00	0.00	1,570,160.00	157,016.00	( 156,768.00)	-9.98	248.00	416,643.95
Attendance and Social Work, Health, Guidance, Child Study Teams, Education Media Services/	1X-000-211-XXX 1X-000-213-XXX 1X-000-218-XXX 1X-000-219-XXX 1X-000-222-XXX	493,795.00	0.00	493,795.00	49,379.50	15,400.00	3.12	64,779.50	112,427.30
Improvement of Instruction Services and Instructional Staff Training Services	1X-000-221-XXX 1X-000-223-XXX	210,274.00	0.00	210,274.00	21,027.40	14,000.00	6.66	35,027.40	3,847.00
General Administration	1X-000-230-XXX	216,861.00	0.00	216,861.00	21,686.10	21,600.00	9.96	43,286.10	56,595.55
School Administration	1X-000-240-XXX	20,001.00	0.00	20,001.00	2,000.10	2,000.00	10.00	4,000.10	4,589.20
Central Services & Administrative Information Technology	1X-000-25X-XXX	200,577.00	0.00	200,577.00	20,057.70	20,000.00	9.97	40,057.70	48,117.45
Operation and Maintenance of Plant Services	1X-000-26X-XXX	501,942.00	0.00	501,942.00	50,194.20	5,500.00	1.10	55,694.20	164,463.99
Student Transportation Services	1X-000-270-XXX	480,519.00	0.00	480,519.00	48,051.90	( 48,000.00)	-9.99	51.90	158,975.70

# Beverly City Board of Education Monthly Transfer Report

va\_s1701  
01/18/2017

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
Personal Services-Employee Benefits	1X-XXX-XXX-2XX	967,014.00	0.00	967,014.00	96,701.40	200.00	0.02	96,901.40	309,357.34
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>TOTAL GENERAL CURRENT EXPENSE</b>		<b>4,661,143.00</b>	<b>0.00</b>	<b>4,661,143.00</b>					<b>1,275,017.48</b>
Equipment	12-XXX-XXX-73X	4,000.00	0.00	4,000.00	400.00	58,000.00	1450.00	58,400.00	4,448.40
	15-XXX-XXX-73X								
Facilities Acquisition and Construction Services	12-000-4XX-XXX	0.00	0.00	0.00	0.00	17,955.00	0.00	17,955.00	225.00
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>TOTAL CAPITAL EXPENDITURES</b>		<b>4,000.00</b>	<b>0.00</b>	<b>4,000.00</b>					<b>4,673.40</b>
TOTAL SPECIAL SCHOOLS	13-XXX-XXX-XXX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfer of Funds to Charter Schools	10-000-100-56X	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
General Fund Contribution to School Based Budgets	10-000-520-930	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>OPERATING BUDGET GRAND TOTAL</b>		<b>6,810,533.00</b>	<b>0.00</b>	<b>6,810,533.00</b>					<b>1,345,579.67</b>

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

\_\_\_\_\_  
Date

# Beverly City Board of Education

## Expense Account Adjustment Analysis By Account#

va\_exaa1.082406  
01/18/2017

Current Cycle : January

Account #	Account Description	Description	Adj #	Date	User	Old Amount	Adjustment	New Balance
<b>Current Appropriation Adjustments</b>								
11-000-100-562-	TUITION-LEA SPECIAL EDUC	BT - January	000017	01/18/2017	BSAVAGE	\$219,480.00	(\$65,000.00)	\$154,480.00
		bt - January	000018	01/18/2017	BSAVAGE	\$154,480.00	\$59,000.00	\$213,480.00
			Total For Account # 11-000-100-562-				(\$6,000.00)	
11-000-211-320-	ATTENDANCE SVCS- PRCH SV	bt - January	000022	01/18/2017	BSAVAGE	\$2,000.00	(\$1,000.00)	\$1,000.00
11-000-213-300-	HEALTH PURCHASED PROFIED	bt - January	000022	01/18/2017	BSAVAGE	\$74,500.00	\$1,000.00	\$75,500.00
11-000-219-390-	CST PURCH PRF/TECH SVC	bt January 2017	000020	01/18/2017	BSAVAGE	\$74,000.00	(\$11,000.00)	\$63,000.00
		bt - January 2017	000021	01/18/2017	BSAVAGE	\$63,000.00	(\$8,000.00)	\$55,000.00
		bt - January	000022	01/18/2017	BSAVAGE	\$55,000.00	(\$1,000.00)	\$54,000.00
		bt - January	000023	01/18/2017	BSAVAGE	\$54,000.00	(\$43,600.00)	\$10,400.00
			Total For Account # 11-000-219-390-				(\$63,600.00)	
11-000-219-610-	CST SUPPLIES	bt - January	000022	01/18/2017	BSAVAGE	\$2,800.00	\$1,000.00	\$3,800.00
11-000-222-610-	LIB/MEDIA SUPPLIES	bt - January	000022	01/18/2017	BSAVAGE	\$3,900.00	\$400.00	\$4,300.00
11-000-222-890-	LIB/MEDIA MISC EXPENSES	bt - January	000022	01/18/2017	BSAVAGE	\$500.00	(\$400.00)	\$100.00
11-000-230-331-	GEN ADMIN-LEGAL SVC	bt - January	000023	01/18/2017	BSAVAGE	\$25,000.00	\$21,600.00	\$46,600.00
11-000-240-610-	SCHOOL ADMIN-SUPPLIES	bt - January	000023	01/18/2017	BSAVAGE	\$3,500.00	\$2,000.00	\$5,500.00
11-000-251-592-	BUSINESS MISC PURCH SVC	bt - January	000023	01/18/2017	BSAVAGE	\$4,000.00	\$20,000.00	\$24,000.00
11-000-262-420-	OPER CONTRACT SERVICES	bt - January	000022	01/18/2017	BSAVAGE	\$81,500.00	\$7,000.00	\$88,500.00
11-000-262-441-	OPER RENTALS	bt - January	000022	01/18/2017	BSAVAGE	\$13,000.00	(\$7,000.00)	\$6,000.00
11-000-262-621-	OPER ENERGY - GAS	bt - January 2017	000021	01/18/2017	BSAVAGE	\$61,000.00	(\$20,000.00)	\$41,000.00
11-000-270-518-	TRANS ESC SP ED CONTRACT	bt - January	000018	01/18/2017	BSAVAGE	\$185,000.00	(\$59,000.00)	\$126,000.00
		bt - January 2017	000019	01/18/2017	BSAVAGE	\$126,000.00	\$18,000.00	\$144,000.00
		bt - January 2017	000021	01/18/2017	BSAVAGE	\$144,000.00	\$28,000.00	\$172,000.00
			Total For Account # 11-000-270-518-				(\$13,000.00)	
11-000-291-270-	OTHER HEALTH BENEFITS	bt - January	000022	01/18/2017	BSAVAGE	\$662,608.00	(\$1,500.00)	\$661,108.00
11-000-291-290-A	OTHER RETIREMENT - DCRP	bt - January	000022	01/18/2017	BSAVAGE	\$2,200.00	\$1,500.00	\$3,700.00
11-150-100-101-	HOME INSTRUCT SALARIES T	bt - January	000022	01/18/2017	BSAVAGE	\$5,000.00	\$1,500.00	\$6,500.00
11-150-100-320-	HOME INSTR PURCH ED SVCS	bt - January	000022	01/18/2017	BSAVAGE	\$3,000.00	(\$1,500.00)	\$1,500.00
11-190-100-320-	PURCHASED PROFIED SVC	bt - January	000022	01/18/2017	BSAVAGE	\$16,000.00	(\$200.00)	\$15,800.00
11-190-100-610-	GENERAL SUPPLIES INSTRUC	bt - January	000022	01/18/2017	BSAVAGE	\$109,700.00	\$7,000.00	\$116,700.00
11-190-100-640-	TEXTBOOKS INSTRUCTION	bt - January	000022	01/18/2017	BSAVAGE	\$30,900.00	(\$7,000.00)	\$23,900.00
11-204-100-610-	GENERAL SUPPLIES-LLD	bt - January	000022	01/18/2017	BSAVAGE	\$1,000.00	(\$1,000.00)	\$0.00

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

va\_exea1.082406  
01/18/2017

Current Cycle : January

Account #	Account Description	Description	Adj #	Date	User	Old Amount	Adjustment	New Balance
11-213-100-610-	GENERAL SUPPLIES-RR	bt - January	000022	01/18/2017	BSAVAGE	\$3,800.00	(\$3,800.00)	\$0.00
11-230-100-101-	BSC SKILLS TEACHER SALAR	bt - January	000022	01/18/2017	BSAVAGE	\$60,898.00	\$5,000.00	\$65,898.00
11-401-100-500-	COCURR OTH PURCH SVS	bt - January	000022	01/18/2017	BSAVAGE	\$2,900.00	(\$600.00)	\$2,300.00
11-401-100-890-	COCURR MISC EXPENSES	bt - January	000022	01/18/2017	BSAVAGE	\$100.00	\$600.00	\$700.00
12-000-260-730-	EQUIPMENT OPER/MAINT	BT - January	000017	01/18/2017	BSAVAGE	\$0.00	\$65,000.00	\$65,000.00
		bt - January 2017	000019	01/18/2017	BSAVAGE	\$65,000.00	(\$18,000.00)	\$47,000.00
		bt January 2017	000020	01/18/2017	BSAVAGE	\$47,000.00	\$11,000.00	\$58,000.00
Total For Account # 12-000-260-730-							\$58,000.00	

**Total Current Appr.**

**\$0.00**



# Beverly City Board of Education

## Entered Purchase Order Report By PO Number

9D

re\_po04.013114  
02/15/2017

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

PO#	Control#	Vendor#/Name	Account #	Description	Date	Ba- tch	Entered By	Approval Status (2 needed)	PO Amount
17-00442		2884/CDW GOVERNMENT INC.	11-190-100-610-	GENERAL SUPPLIES INSTRUC	03/15/17	1	DBRYSONRE CR-		13,214.00
							Q		

**Report Totals**

Current Entered	\$13,214.00
Prior Entered	\$0.00
<b>Total Entered</b>	<b>\$13,214.00</b>

**Beverly City Board of Education**

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

va\_arq1  
020514  
02/15/2017

Req#	PO#	Req. by	Vendor	Ship	Attention	Total Price
17-00442	17-00442	DBRYSONRE Q	CDW GOVERNMENT INC.	000	JACK DOOLEY	13,214.00

# Beverly City Board of Education

## Entered Purchase Order Report By PO Number

va\_po04 013114  
02/15/2017

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

PO#	Control#	Vendor#/Name	Account #	Description	Date	Ba-Entered tch By	Approval Status (2 needed)	PO Amount
17-00443		2209/COYNE, SANDRA	11-000-291-270-	OTHER HEALTH BENEFITS	03/15/17	1 DBRYSONRE CR- Q		104 40
17-00444		1752/SCHOOL SPECIALTY INC	11-190-100-610-	GENERAL SUPPLIES INSTRUC	03/15/17	1 DBRYSONRE CR- Q		168 88
17-00445		3271/RAYNOR ELECTRIC, LLC	11-000-261-420-	MAINT CLEANING/REPAIRS	03/15/17	1 DBRYSONRE CR- Q		2 512 18
17-00446		3506/WILLS BUS SERVICES, INC.	11-000-270-512-	TRANS FIELD/ATH TRIPS	03/15/17	1 DBRYSONRE CR- Q		660 00
17-00447		2884/CDW GOVERNMENT INC.	11-190-100-610-	GENERAL SUPPLIES INSTRUC	03/15/17	1 DBRYSONRE CR- Q		1, 114 50
17-00448		2884/CDW GOVERNMENT INC	11-190-100-610-	GENERAL SUPPLIES INSTRUC	03/15/17	1 DBRYSONRE CR- Q		259 50
17-00449		3446/SCHOOL PRIDE	11-402-100-610-	ATHLETICS SUPPLIES	03/15/17	1 DBRYSONRE CR- Q		265 00
17-00450		2016/HEWITT MD, JAMES L	11-000-216-320-	SPEECH/OT/PT PROF SER	03/15/17	1 DBRYSONRE CR- Q		2, 100 00
17-00451		1366/TREASURER, STATE OF NJ- DIV. OF	11-000-262-800-	OPER MISC EXPENSE	03/15/17	1 DBRYSONRE CR- Q		166 00
17-00452		2984/STAPLES ADVANTAGE	11-190-100-610-	GENERAL SUPPLIES INSTRUC	03/15/17	1 DBRYSONRE CR- Q		23 49
17-00453		3206/ATLANTIC BUSINESS PRODUCTS	12-120-100-730-	EQUIPMENT GR. 1-5	03/15/17	1 DBRYSONRE CR- Q		4 813 00
			12-130-100-730-	EQUIPMENT GR. 6-8	03/15/17	1 DBRYSONRE CR- Q		4 813 00
Total For 2 Transactions On PO# 17-00453								\$9,626.00
17-00454		2591/BAYADA NURSES INC	11-000-213-300-	HEALTH PURCHASED PROF/ED	03/15/17	1 DBRYSONRE CR- Q		398 75
17-00455		1266/B. C. S. S. D	11-000-100-565-	TUITION-CSSD & DAY SCHOO	03/15/17	1 DBRYSONRE CR- Q		38,403 50
17-00456		3150/VERBAL BEHAVIOR INSTITUTE	11-000-219-320-	CST PROF/ED SVS	03/15/17	1 DBRYSONRE CR- Q		5 400 00

# Beverly City Board of Education

## Entered Purchase Order Report By PO Number

va\_po04 013114  
02/15/2017

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

PO#	Control#	Vendor#/Name	Account #	Description	Date	Ba- Entered tch By	Approval Status (2 needed)	PO Amount
17-00457		2031/RIVERSIDE TWP. BOARD OF	11-000-100-561-	TUITION-LEA REGULAR	03/15/17	1 DBRYSONRE CR- Q		142.60
17-00458		3309/LIGHTSPEED TECHNOLOGIES, INC.	11-190-100-610-	GENERAL SUPPLIES INSTRUC	03/15/17	1 DBRYSONRE CR- Q		1,166.00
17-00459		3119/FOGLIO, DOROTHY	11-000-223-500-	OTHER PURCHASED SERVICES	03/15/17	1 DBRYSONRE CR- Q		30.38
17-00460		3507/SCARPERIA, LISA	11-000-223-580-	WORKSHOPS	03/15/17	1 DBRYSONRE CR- Q		259.00
17-00461		2984/STAPLES ADVANTAGE	11-000-251-610-	BUSINESS SUPPLIES	03/15/17	1 DBRYSONRE CR- Q		136.97
17-00462		2394/STATE OF NJ HEALTH BENEFITS PR	11-000-291-270-	OTHER HEALTH BENEFITS	03/15/17	1 DBRYSONRE CR- Q		61,172.61
17-00463		3106/PRUDENTIAL RETIREMENT-DCRP	11-000-291-290-A	OTHER RETIREMENT - DCRP	03/15/17	1 DBRYSONRE CR- Q		645.99
17-00464		3508/CRUDUP, DENISE	11-401-100-500-	COCURR OTH PURCH SVS	03/15/17	1 DBRYSONRE CR- Q		56.00
17-00465		3500/MONACO, BRYAN	11-401-100-500-	COCURR OTH PURCH SVS	03/15/17	1 DBRYSONRE CR- Q		56.00
17-00466		3491/FONTNO, EDDIE	11-401-100-500-	COCURR OTH PURCH SVS	03/15/17	1 DBRYSONRE CR- Q		56.00

### Report Totals

Current Entered \$124,923.75  
 Prior Entered \$0.00  
 Total Entered \$124,923.75

# Beverly City Board of Education

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

va\_areq1  
020514  
7/15/2017

Req#	PO#	Req. by	Vendor	Ship	Attention	Total Price
17-00443	17-00443	DBRYSONRE Q	COYNE, SANDRA	000		104.40
17-00444	17-00444	DBRYSONRE Q	SCHOOL SPECIALTY INC	000	J. MILLS	168.88
17-00445	17-00445	DBRYSONRE Q	RAYNOR ELECTRIC, LLC	000		2,512.18
17-00446	17-00446	DBRYSONRE Q	WILLS BUS SERVICES, INC.	000		660.00
17-00447	17-00447	DBRYSONRE Q	CDW GOVERNMENT INC.	000	JACK DOOLEY	1,114.50
17-00448	17-00448	DBRYSONRE Q	CDW GOVERNMENT INC.	000	JACK DOOLEY	259.50
17-00449	17-00449	DBRYSONRE Q	SCHOOL PRIDE	000	M. KRANZ	265.00
17-00450	17-00450	DBRYSONRE Q	HEWITT MD, JAMES L.	000		2,100.00
17-00451	17-00451	DBRYSONRE Q	TREASURER, STATE OF NJ- DIV. OF	000		166.00
17-00452	17-00452	DBRYSONRE Q	STAPLES ADVANTAGE	000	MS. GIACOBBE	23.49
17-00453	17-00453	DBRYSONRE Q	ATLANTIC BUSINESS PRODUCTS	000	TEACHER'S ROOM	9,626.00
17-00454	17-00454	DBRYSONRE Q	BAYADA NURSES INC	000		398.75
17-00455	17-00455	DBRYSONRE Q	B.C.S.S.S.D.	000		38,403.50
17-00456	17-00456	DBRYSONRE Q	VERBAL BEHAVIOR INSTITUTE	000		5,400.00
17-00457	17-00457	DBRYSONRE Q	RIVERSIDE TWP. BOARD OF EDUCAT	000		142.60
17-00458	17-00458	DBRYSONRE Q	LIGHTSPEED TECHNOLOGIES, INC.	000	CHELSEA LIGHT	1,166.00
17-00459	17-00459	DBRYSONRE Q	FOGLIO, DOROTHY	000		30.38
17-00460	17-00460	DBRYSONRE Q	SCARPERIA, LISA	000		259.00
17-00461	17-00461	DBRYSONRE Q	STAPLES ADVANTAGE	002	DIANA LANGE	136.97
17-00462	17-00462	DBRYSONRE Q	STATE OF NJ HEALTH BENEFITS PR	000		61,172.61
17-00463	17-00463	DBRYSONRE Q	PRUDENTIAL RETIREMENT-DCRP	000		645.99
17-00464	17-00464	DBRYSONRE Q	CRUDUP, DENISE	000		56.00
17-00465	17-00465	DBRYSONRE Q	MONACO, BRYAN	000		56.00
17-00466	17-00466	DBRYSONRE Q	FONTNO, EDDIE	000		56.00

# Beverly City Board of Education

## Entered Purchase Order Report By PO Number

va\_po04.013114  
03/15/2017

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

PO#	Control#	Vendor#/Name	Account #	Description	Date	Ba- Entered tch By	Approval Status (2 needed)	PO Amount
17-00467		2361/GARFIELD PARK ACADEMY INC	11-000-100-566-	TUITION-PRIVATE SCHOOL	03/15/17	1 DBRYSONRE CR- Q		5,646.00
17-00468		3509/CATANZARIK, GINA	11-401-100-500-	COCURR OTH PURCH SVS	03/15/17	1 DBRYSONRE CR- Q		56.00
17-00469		3138/LOWE'S	11-000-261-610-	MAINT SUPPLIES	03/15/17	1 DBRYSONRE CR- Q		320.13
17-00470		3462/MIDDLESEX LAMINATING	11-000-261-420-	MAINT CLEANING/REPAIRS	03/15/17	1 DBRYSONRE CR- Q		105.00
17-00471		3421/DAVID B. RUBIN, PC	11-000-230-331-	GEN ADMIN-LEGAL SVC	03/15/17	1 DBRYSONRE CR- Q		270.00
17-00472		3268/PARA PLUS TRANSLATIONS, INC.	11-000-216-320-	SPEECH/OT/PT PROF SER	03/15/17	1 DBRYSONRE CR- Q		156.82
17-00473		2945/MGL PRINTING SOLUTIONS	11-000-251-610-	BUSINESS SUPPLIES	03/15/17	1 DBRYSONRE CR- Q		262.00
17-00474		2884/CDW GOVERNMENT INC.	11-000-251-340-	BUS OFF PURCH TECH SERV	03/15/17	1 DBRYSONRE CR- Q		59.37
17-00475		1039/COURIER TIMES INC - BURLINGTON	11-000-230-590-	GEN AD ADVERTISEMENT	03/15/17	1 DBRYSONRE CR- Q		47.60
17-00476		3137/NJ DIV OF PENSIONS-PERS	11-000-291-241-	EMP BEN OTH RETIRE	03/15/17	1 DBRYSONRE CR- Q		46,728.00

### Report Totals

Current Entered \$53,650.92  
 Prior Entered \$0.00  
 Total Entered \$53,650.92

# Beverly City Board of Education

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

va\_areq1  
020514  
3/15/2017

Req#	PO#	Req. by	Vendor	Ship	Attention	Total Price
17-00467	17-00467	DBRYSONRE Q	GARFIELD PARK ACADEMY INC	000		5,646.00
17-00468	17-00468	DBRYSONRE Q	CATANZARIK, GINA	000		56.00
17-00469	17-00469	DBRYSONRE Q	LOWE'S	000		320.13
17-00470	17-00470	DBRYSONRE Q	MIDDLESEX LAMINATING	000		105.00
17-00471	17-00471	DBRYSONRE Q	DAVID B. RUBIN, PC	000		270.00
17-00472	17-00472	DBRYSONRE Q	PARA PLUS TRANSLATIONS, INC.	000		156.82
17-00473	17-00473	DBRYSONRE Q	MGL PRINTING SOLUTIONS	002	DIANA LANGE	262.00
17-00474	17-00474	DBRYSONRE Q	CDW GOVERNMENT INC.	000	JACK DOOLEY	59.37
17-00475	17-00475	DBRYSONRE Q	COURIER TIMES INC - BURLINGTON	000		47.60
17-00476	17-00476	DBRYSONRE Q	NJ DIV. OF PENSIONS-PERS	000		46,728.00





Beverly City Board of Education

Bills And Claims Report By Vendor Name

for Batches 50,51 and Check Date is 03/16/2017

va\_bill5.10272014  
03/15/2017

3-15-17 *Bel Mtg*

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
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Posted Checks

B.C.I.T./1952	17-00184	11-000-100-563-/ TUITION-CO VOC SCHOOL		CP	APRIL 2017	22346	12,342.40
B.C.S.S.D./1266	17-00455	11-000-100-565-/ TUITION-CSSD & DAY SCHOO		CF	2015/2016 tuition adjustment	22347	38,403.50
BAYADA NURSES INC/ 2591	17-00454	11-000-213-300-/ HEALTH PURCHASED PROF/ED		CF	12201447	22348	398.75
	17-00153	11-000-213-300-/ HEALTH PURCHASED PROF/ED		CP	12220940	22348	1,597.50
		11-000-213-300-/ HEALTH PURCHASED PROF/ED		CP	12239917	22348	1,597.50
		11-000-213-300-/ HEALTH PURCHASED PROF/ED		CP	12259379	22348	315.00
		11-000-213-300-/ HEALTH PURCHASED PROF/ED		CP	12259380	22348	1,248.75
		11-000-213-300-/ HEALTH PURCHASED PROF/ED		CP	12278692	22348	945.00
<b>Total for BAYADA NURSES INC/ 2591</b>							<b>\$6,102.50</b>
CATANZARIK, GINA/ 3509	17-00468	11-401-100-500-/ COCURR OTH PURCH SVS		CF	COCURR OTH PURCH SVS	22349	56.00
CDI COMPUTERS US CORP/ 3419	17-00328	11-000-251-340-/ BUS OFF PURCH TECH SERV		CF	552059	22350	811.77
CDW GOVERNMENT INC./ 2884	17-00442	11-190-100-610-/ GENERAL SUPPLIES INSTRUC		CP	GFX3453	22351	1,400.00
		11-190-100-610-/ GENERAL SUPPLIES INSTRUC		CF	GXC7346	22351	11,814.00
	17-00408	11-000-262-300-/ OPER PURCH PROF/TECH SVS		CF	GZD9058	22351	220.79
<b>Total for CDW GOVERNMENT INC./ 2884</b>							<b>\$13,434.79</b>
CLC LOCKSMITHS LLC/ 2272	17-00403	11-000-261-420-/ MAINT CLEANING/REPAIRS		CP	57797	22352	309.75
		11-000-261-420-/ MAINT CLEANING/REPAIRS		CP	57848	22352	15.24
		11-000-261-420-/ MAINT CLEANING/REPAIRS		CF	57919	22352	104.00
<b>Total for CLC LOCKSMITHS LLC/ 2272</b>							<b>\$428.99</b>
COMCAST CABLEVISION/ 1792	17-00102	11-190-100-500-/ OTHER PURCHASED SVC		CP	2/28/2017	22353	105.88
		11-190-100-500-/ OTHER PURCHASED SVC		CP	3/28/2017	22353	105.88
	17-00137	11-190-100-500-/ OTHER PURCHASED SVC		CF	MARCH 2017 - JUNE 2017	22353	503.80
<b>Total for COMCAST CABLEVISION/ 1792</b>							<b>\$715.56</b>
COURIER TIMES INC - BURLINGTON TIMES INC/ 1039	17-00475	11-000-230-590-/ GEN AD ADVERTISEMENT		CF	107075609	22354	47.60

\* CF - Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

# Beverly City Board of Education

## Bills And Claims Report By Vendor Name

va\_bill5.10272014  
03/15/2017

for Batches 50,51 and Check Date is 03/16/2017

Vendor # / Name	PO #	Account # / Description	Inv #	Check Description or		Check #	Check Amount
				Type *	Multi Remit To Check Name		
<b>Posted Checks</b>							
COYNE, SANDRA/ 2209	17-00443	11-000-291-270-/ OTHER HEALTH BENEFITS		CF	10/16-4/17	22355	104.40
CRUDUP, DENISE/ 3508	17-00464	11-401-100-500-/ COCURRE OTH PURCH SVS		CF	COCURRE OTH PURCH SVS	22356	56.00
DAVID B. RUBIN, PC/ 3421	17-00471	11-000-230-331-/ GEN ADMIN-LEGAL SVC		CF	INVOICE 16414	22357	270.00
DON JOHNSTON INC./ 3439	17-00417	11-000-219-390-/ CST PURCH PRF/TECH SVC		CF	00437286	22358	810.00
EDUCATIONAL SERVICES UNIT/ 1858	17-00164	11-000-216-320-/ SPEECH/OT/PT PROF SER		CP	BEV-LD-170215	22359	420.00
		11-000-216-320-/ SPEECH/OT/PT PROF SER		CP	BEV-OT-170131	22359	515.00
		11-000-216-320-/ SPEECH/OT/PT PROF SER		CP	BEV-OT-170215	22359	1,030.00
		11-000-216-320-/ SPEECH/OT/PT PROF SER		CP	bBEV-LD-170131	22359	75.00
<b>Total for EDUCATIONAL SERVICES UNIT/ 1858</b>							<b>\$2,040.00</b>
EPLUS/ 3343	17-00339	11-000-262-300-/ OPER PURCH PROF/TECH SVS		CF	OPER PURCH PROF/TECH SVS	22360	782.00
FILEBANK INC./ 2887	17-00105	11-000-251-340-/ BUS OFF PURCH TECH SERV		CP	APRIL 2017	22361	102.23
FOGLIO, DOROTHY/ 3119	17-00459	11-000-223-500-/ OTHER PURCHASED SERVICES		CF	2/28/2017	22362	30.38
FONTNO, EDDIE/ 3491	17-00466	11-401-100-500-/ COCURRE OTH PURCH SVS		CF	COCURRE OTH PURCH SVS	22363	56.00
GARFIELD PARK ACADEMY INC./ 2361	17-00467	11-000-100-566-/ TUITION-PRIVATE SCHOOL		CF	MAY 2016 D D	22364	5,646.00
GIACOBBE, ELIZABETH/ 3109	17-00101	11-000-230-530-/ TELEPHONE POSTAGE		CP	APRIL 2017-CELL	22365	50.00
GRACE PRODUCTS/ 3497	17-00380	11-000-222-610-/ LIB/MEDIA SUPPLIES		CF	86922	22366	318.00
GST TRANSPORT, CORP./ 2738	17-00186	11-000-270-511-/ TRANS CONT SVS REG		CP	APR 2017	22367	3,086.58
HORIZON DENTAL OPTION PLAN/ 2999	17-00108	11-000-291-270-/ OTHER HEALTH BENEFITS		CP	MARCH 17-285952151	22368	2,855.70
I.W. PEPPER & SON INC./ 2555	17-00114	11-190-100-610-/ GENERAL SUPPLIES INSTRUC		CF	01q45947	22369	88.95
JESUS THE GOOD SHEPARD PARISH/ 3259	17-00182	12-000-400-721-/ LEASE PURCHASE AGREEMENT		CP	APRIL 2017	22370	1,477.50

\* CF -- Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

Run on 03/09/2017 at 03:02:05 PM

# Beverly City Board of Education

## Bills And Claims Report By Vendor Name

for Batches 50,51 and Check Date is 03/16/2017

va\_bill5.10272014  
03/15/2017

Vendor # / Name		PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
<b>Posted Checks</b>								
LOWE'S/ 3138		17-00469	11-000-261-610-/ MAINT SUPPLIES		CF	902098	22371	69 55
			11-000-261-610-/ MAINT SUPPLIES		CP	902099	22371	26 92
			11-000-261-610-/ MAINT SUPPLIES		CP	902964	22371	223 66
			Total for LOWE'S/ 3138					\$320.13
MESSERSMITH, JAMES/ 3457		17-00268	11-000-223-500-/ OTHER PURCHASED SERVICES		CP	MARCH 2017	22372	1,500 00
MIDDLESEX LAMINATING/ 3462		17-00434	11-190-100-610-/ GENERAL SUPPLIES INSTRUC		CF	INVOICE 22	22373	138 99
MONACO, BRYAN/ 3500		17-00465	11-401-100-500-/ COCURR OTH PURCH SVS		CF	COCURR OTH PURCH SVS	22374	56 00
MOORESTOWN TWP. PUBLIC SCHOOLS/ 1281		17-00295	20-250-100-500-/ IDEA TUITION		CF	MARCH 2017- 5 DAYS	22375	833 35
NETWORK SUPPORT LLC/ 2672		17-00142	11-190-100-340-/ PURCHASED TECH SVC		CP	1650	22376	810 00
			11-190-100-340-/ PURCHASED TECH SVC		CP	1652	22376	450 00
			11-190-100-340-/ PURCHASED TECH SVC		CP	1653	22376	405 00
			11-190-100-340-/ PURCHASED TECH SVC		CP	1654	22376	630 00
			Total for Network Support LLC/ 2672					\$2,295.00
NJ AMERICAN WATER CO / 1140		17-00109	11-000-262-300-/ OPER PURCH PROF/TECH SVS		CP	2/23/2017	22377	343 99
NJ DIV. OF PENSIONS-PERS/ 3137		17-00476	11-000-291-241-/ EMP BEN OTH RETIRE		HF	EMP BEN OTH RETIRE	412017	46,728 00
NUTRI-SERVE FOOD MGMT/ 2821		17-00187	60-910-310-500-/ FOOD SERVICE COSTS		CP	930020917	22378	3,566 36
			60-910-310-500-/ FOOD SERVICE COSTS		CP	930021617	22378	3,391 13
			60-910-310-500-/ FOOD SERVICE COSTS		CP	930022317	22378	2,832 09
			Total for NUTRI-SERVE FOOD MGMT/ 2821					\$9,789.58
PALMYRA BOARD OF EDUCATION/ 1249		17-00263	11-000-100-561-/ TUITION-LEA REGULAR		CP	APRIL 2017	22379	29,339 60
PARA PLUS TRANSLATIONS, INC / 3268		17-00407	11-000-216-320-/ SPEECH/OT/PT PROF SER		CF	130671	22380	167 00
PRUDENTIAL INS CO - NJEA/ 2395		17-00200	11-000-291-270-/ OTHER HEALTH BENEFITS		CP	0016730723-APRIL 2017	22381	622 65

\* CF - Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

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# Beverly City Board of Education

## Bills And Claims Report By Vendor Name

va\_bill5.10272014  
03/15/2017

for Batches 50,51 and Check Date is 03/16/2017

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
<b>Posted Checks</b>							
PRUDENTIAL RETIREMENT-DCRP PENSION/ 3106	17-00463	11-000-291-290-A/ OTHER RETIREMENT - DCRP	HF	215/228		215228	645.99
PSE & G/ 1141	17-00107	11-000-262-622-/ OPER ENERGY - ELECTRICIT	CP	FEB 2017- ELECTRICIT		22382	3,310.67
		11-000-262-621-/ OPER ENERGY - GAS	CP	FEB 2017- GAS		22382	2,205.52
			Total for PSE & G/ 1141				<b>\$5,516.19</b>
RAYNOR ELECTRIC, LLC/ 3271	17-00402	11-000-261-420-/ MAINT CLEANING/REPAIRS	CF	73035252		22383	546.00
RIVERSIDE TWP. BOARD OF EDUCAT/ 2031	17-00457	11-000-100-561-/ TUITION-LEA REGULAR	CF	15/16 TUITION ADJUSTMENT		22384	142.60
RNB DESIGN, LLC/ 3463	17-00252	11-190-100-340-/ PURCHASED TECH SVC	CP	FEB 2017 - MAINTENANCE		22385	125.00
		11-190-100-340-/ PURCHASED TECH SVC	CF	MARCH 2017- MAINTENANCE		22385	125.00
			Total for RNB DESIGN, LLC/ 3463				<b>\$250.00</b>
ROBL, DEBORAH/ 3477	17-00158	20-270-200-300-/ T2A PUR. SERV.	CP	2/10/17		22386	932.80
		20-270-200-300-/ T2A PUR. SERV.	CP	2/24/2017		22386	932.80
			Total for ROBL, DEBORAH/ 3477				<b>\$1,865.60</b>
SAM'S LAWN SERVICE AND LANDSCAPING, INC. / 3502	17-00412	11-000-262-420-/ OPER CONTRACT SERVICES	CF	s49021		22387	5,904.84
SCARPERIA, LISA/ 3507	17-00460	11-000-223-580-/ WORKSHOPS	CF	WORKSHOP 2/27/2017		22388	259.00
SCHOOL SPECIALTY INC/ 1752	17-00394	11-000-219-610-/ CST SUPPLIES	CF	208117764314		22389	2,001.20
	17-00414	11-190-100-610-/ GENERAL SUPPLIES INSTRUC	CF	208117862202		22389	486.42
	17-00393	11-000-230-610-/ GEN ADMIN-SUPPLIES	CF	308102679847		22389	1,843.80
			Total for SCHOOL SPECIALTY INC/ 1752				<b>\$4,331.42</b>
SDE REGISTRATIONS/ 1195	17-00439	11-000-223-580-/ WORKSHOPS	CF	D FOGLIO		22390	259.00
		11-000-223-580-/ WORKSHOPS	CP	K SPRATT		22390	259.00
			Total for SDE REGISTRATIONS/ 1195				<b>\$518.00</b>
STAPLES ADVANTAGE/ 2984	17-00429	11-000-240-610-/ SCHOOL ADMIN-SUPPLIES	CF	3330708643		22391	714.39

\* CF - Computer Full CP - Computer Partial HF - Hand Check Full HP - Hand Check Partial

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# Beverly City Board of Education

## Bills And Claims Report By Vendor Name

for Batches 50,51 and Check Date is 03/16/2017

va\_bill5 10272014  
03/15/2017

Vendor # / Name	PO #	Account # / Description	Inv #	Check Description or Type * Multi Remit To Check Name	Check #	Check Amount
<b>Posted Checks</b>						
STAPLES ADVANTAGE/ 2984	17-00415	11-190-100-610-/ GENERAL SUPPLIES INSTRUC	CF	3331228533	22391	43.50
Total for Staples Advantage/ 2984						
STATE OF NJ HEALTH BENEFITS PR/ 2394	17-00462	11-000-291-270-/ OTHER HEALTH BENEFITS	HP	MARCH 2017 HEALTH	32017	47,909.90
		11-000-291-270-/ OTHER HEALTH BENEFITS	HF	MARCH 2017 RX	32017	13,262.71
Total for STATE OF NJ HEALTH BENEFITS PR/ 2394						
TOWNSHIP OF DELANCO/ 3411	17-00111	11-000-262-622-A/ GASOLINE	CP	FEBRUARY 2017	22392	123.95
TREASURER, STATE OF NJ- DIV OF FIRE SAF/ 1366	17-00451	11-000-262-800-/ OPER MISC EXPENSE	CF	2178166	22393	166.00
VERIZON/ 1139	17-00123	11-190-100-500-/ OTHER PURCHASED SVC	CP	2/28/17	22394	145.00
WASTE MANAGEMENT OF NJ/ 1169	17-00103	11-000-262-420-/ OPER CONTRACT SERVICES	CP	MARCH 2017	22395	486.72
WESTERN PEST SERVICES/ 2521	17-00104	11-000-262-300-/ OPER PURCH PROF/TECH SVS	CP	MARCH 2017	22396	189.00
KTCL COMMUNICATIONS/ 2813	17-00110	11-190-100-500-/ OTHER PURCHASED SVC	CP	2/15/2017	22397	2,465.91
Total for Posted Checks						<b>\$267,737.86</b>



# Payroll to Budget Transfer Report

# 9F

Account#	Check#	Check Date	Check Amount	Check Description
11-000-211-105-	2152017	02/15/2017	1,280.53	ATTEND SVCS- CLER SAL
11-000-213-104-	2152017	02/15/2017	3,148.30	HEALTH SVC SALARIES
11-000-213-105-	2152017	02/15/2017	447.21	HEALTH SVCS- CLER SAL
11-000-216-100-	2152017	02/15/2017	3,713.65	SPEECH TEACHER SALARY
11-000-218-105-	2152017	02/15/2017	666.67	GUID SECY/CLER SALARIES
11-000-219-104-	2152017	02/15/2017	7,956.40	CST SALARIES
11-000-219-105-	2152017	02/15/2017	894.41	CST SECY/CLER SALARIES
11-000-221-102-	2152017	02/15/2017	7,465.30	CURR/INSTR SALARIES
11-000-221-104-	2152017	02/15/2017	335.96	CURR/INSTR PROF SALARIES
11-000-221-105-	2152017	02/15/2017	120.00	CURR/INSTR SECY/CLER SAL
11-000-221-110-	2152017	02/15/2017	244.33	CI OTHER SALARIES
11-000-230-100-	2152017	02/15/2017	4,218.75	GEN ADMIN SPRINTEND SAL
11-000-230-104-	2152017	02/15/2017	170.87	TREASURER SALARIES
11-000-230-105-	2152017	02/15/2017	630.00	GENERAL ADMIN- CLER SAL
11-000-240-105-	2152017	02/15/2017	750.00	SCH ADMIN SEC/CLER SAL
11-000-251-104-	2152017	02/15/2017	4,028.08	BUSINESS ADMIN SALARIES
11-000-251-105-	2152017	02/15/2017	2,842.94	BUS ADMIN/SECY SALARIES
11-000-262-107-	2152017	02/15/2017	420.59	CAFETERIA AIDES
11-000-262-110-	2152017	02/15/2017	3,743.89	OPER/CUST SALARIES
11-000-262-110-OT	2152017	02/15/2017	838.42	OPER/CUSTODIAL OT
11-000-270-161-	2152017	02/15/2017	613.90	SAL. FOR PUPIL TRANS(BET
11-000-270-162-	2152017	02/15/2017	613.90	SAL. FOR PUPIL TRANS(BET
11-110-100-101-	2152017	02/15/2017	6,764.04	KNDG TEACHER SALARIES
11-110-100-101-01	2152017	02/15/2017	530.00	PRESCH/KIND- SUBSTITUTES
11-120-100-101-	2152017	02/15/2017	25,120.49	GR. 1-5 TEACHER SALARIES
11-120-100-101-01	2152017	02/15/2017	145.00	GRADES 1-5 - SUBSTITUTES
11-130-100-101-	2152017	02/15/2017	14,538.52	GR. 6-8 TEACHER SALARIES
11-130-100-101-01	2152017	02/15/2017	95.00	GRADES 6-8 - SUBSTITUTES
11-150-100-101-	2152017	02/15/2017	658.00	HOME INSTRUCT SALARIES T
11-190-100-106-	2152017	02/15/2017	3,970.71	OTHER SALARIES-INSTR
11-204-100-101-	2152017	02/15/2017	7,484.30	LLD TEACHER SALARIES
11-204-100-101-01	2152017	02/15/2017	50.00	LLD-SUBSTITUTES
11-204-100-106-	2152017	02/15/2017	896.25	LLD PARA SALARY
11-213-100-101	2152017	02/15/2017	8,551.00	RR TEACHER SALARIES
11-213-100-101-01	2152017	02/15/2017	2,895.00	RESOURCE RM- SUBSTITUTES
11-230-100-101-	2152017	02/15/2017	6,544.01	BSC SKILLS TEACHER SALAR
11-240-100-101-	2152017	02/15/2017	2,649.70	BILINGUAL TEACHER SALARI
11-401-100-100-	2152017	02/15/2017	167.20	COCURR SALARIES
20-218-100-101-	2152017	02/15/2017	8,802.00	PSEA TEACHER SAL
20-218-100-106-	2152017	02/15/2017	3,999.31	PSEA AIDES SAL
20-231-100-101-	2152017	02/15/2017	6,999.79	TITLE I TEACHER SALARIES
<b>Total # of Payments</b>	41.00	<b>Total Check Amount</b>	146,004.42	

# Payroll to Budget Transfer Report

Account#	Check#	Check Date	Check Amount	Check Description
11-000-211-105-	2282017	02/28/2017	1,280.53	ATTEND SVCS- CLER SAL
11-000-213-104-	2282017	02/28/2017	3,148.30	HEALTH SVC SALARIES
11-000-213-105-	2282017	02/28/2017	447.21	HEALTH SVCS- CLER SAL
11-000-216-100-	2282017	02/28/2017	3,713.65	SPEECH TEACHER SALARY
11-000-218-105-	2282017	02/28/2017	666.67	GUID SECY/CLER SALARIES
11-000-219-104-	2282017	02/28/2017	7,956.40	CST SALARIES
11-000-219-105-	2282017	02/28/2017	894.41	CST SECY/CLER SALARIES
11-000-221-102-	2282017	02/28/2017	7,465.30	CURR/INSTR SALARIES
11-000-221-104-	2282017	02/28/2017	335.96	CURR/INSTR PROF SALARIES
11-000-221-105-	2282017	02/28/2017	120.00	CURR/INSTR SECY/CLER SAL
11-000-221-110-	2282017	02/28/2017	244.33	CI OTHER SALARIES
11-000-230-100-	2282017	02/28/2017	4,218.75	GEN ADMIN SPRINTEND SAL
11-000-230-104-	2282017	02/28/2017	170.87	TREASURER SALARIES
11-000-230-105-	2282017	02/28/2017	630.00	GENERAL ADMIN- CLER SAL
11-000-240-105-	2282017	02/28/2017	750.00	SCH ADMIN SEC/CLER SAL
11-000-251-104-	2282017	02/28/2017	4,028.08	BUSINESS ADMIN SALARIES
11-000-251-105-	2282017	02/28/2017	2,842.94	BUS ADMIN/SECY SALARIES
11-000-262-107-	2282017	02/28/2017	420.59	CAFETERIA AIDES
11-000-262-110-	2282017	02/28/2017	3,571.10	OPER/CUST SALARIES
11-000-262-110-OT	2282017	02/28/2017	440.75	OPER/CUSTODIAL OT
11-000-270-161-	2282017	02/28/2017	613.90	SAL. FOR PUPIL TRANS(BET
11-000-270-162-	2282017	02/28/2017	613.90	SAL. FOR PUPIL TRANS(BET
11-110-100-101-	2282017	02/28/2017	6,764.04	KNDG TEACHER SALARIES
11-110-100-101-01	2282017	02/28/2017	290.00	PRESCH/KIND- SUBSTITUTES
11-120-100-101-	2282017	02/28/2017	25,120.49	GR. 1-5 TEACHER SALARIES
11-120-100-101-01	2282017	02/28/2017	50.00	GRADES 1-5 - SUBSTITUTES
11-130-100-101-	2282017	02/28/2017	14,538.52	GR. 6-8 TEACHER SALARIES
11-130-100-101-01	2282017	02/28/2017	95.00	GRADES 6-8 - SUBSTITUTES
11-190-100-106-	2282017	02/28/2017	3,966.79	OTHER SALARIES-INSTR
11-204-100-101-	2282017	02/28/2017	7,484.30	LLD TEACHER SALARIES
11-204-100-106-	2282017	02/28/2017	915.45	LLD PARA SALARY
11-213-100-101-	2282017	02/28/2017	8,551.00	RR TEACHER SALARIES
11-213-100-101-01	2282017	02/28/2017	3,605.00	RESOURCE RM- SUBSTITUTES
11-230-100-101-	2282017	02/28/2017	6,544.01	BSC SKILLS TEACHER SALAR
11-240-100-101-	2282017	02/28/2017	2,649.70	BILINGUAL TEACHER SALARI
11-401-100-100-	2282017	02/28/2017	44.00	COCURR SALARIES
20-218-100-101-	2282017	02/28/2017	8,802.00	PSEA TEACHER SAL
20-218-100-106-	2282017	02/28/2017	3,997.01	PSEA AIDES SAL
20-231-100-101-	2282017	02/28/2017	6,999.79	TITLE I TEACHER SALARIES
<b>Total # of Payments</b>	<b>39.00</b>	<b>Total Check Amount</b>	<b>144,990.74</b>	



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

*Referendum  
Project 99*

va\_po04 013114  
03/15/2017

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

PO#	Control#	Vendor#/Name	Account #	Description	Date	Ba- tch	Entered By	Approval Status (2 needed)	PO Amount
17-00477		3407/FALASCA MECHANICAL	30-000-401-450-02	CONSTRUCTION	03/15/17	1	DBRYSONRE CR- Q		66,485.43

### Report Totals

Current Entered	\$66,485.43
Prior Entered	\$0.00
<b>Total Entered</b>	<b>\$66,485.43</b>

**Beverly City Board of Education**

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

va\_areq1  
020514  
03/15/2017

Req#	PO#	Req. by	Vendor	Ship	Attention	Total Price
17-00477	17-00477	DBRYSONRE Q	FALASCA MECHANICAL	000	REFERENDUM PROJECT	66,485.43

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

*Referendum  
Project*

**9H**

va\_bill5 10272014  
03/15/2017

for Batch 55 and Check Date is 03/16/2017

Vendor # / Name	PO #	Account # / Description	Inv #	Check Type *	Check Description or Multi Remit To Check Name	Check #	Check Amount
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**Posted Checks**

FALASCA MECHANICAL/ 3407	17-00477	30-000-401-450-02/ CONSTRUCTION WINDOW/MECH		CF	APP NO. 7	17	66,485.43
						<b>Total for Posted Checks</b>	<b>\$66,485.43</b>



# Beverly City Board of Education

# 10

## Budget Cap Worksheet 2017-2018

	General Current Exp.			2017-2018 (0%)
Beverly Tax Levy				\$2,845,921
Balance Appropriated				\$494,866
Misc. Revenue				
PARCC Readiness/Growth Aid/Prof Learning				\$10,080
Equalization Aid				\$2,420,975
Adjustment/Additional Formula Aid				\$840,178
Security Aid				\$87,320
Special Education				\$170,576
Transportation Aid				\$193,173
Extraordinary Aid				\$10,000
Bilingual Aid (see below Fund 20)				\$0
				\$7,073,089

				2017-2018 (0%)
Additional Revenue				
Tax Levy				\$2,845,921
Tuition				\$0
State Aid plus extraordinary aid and SEMI				\$3,732,302
Misc. Revenue				\$2,000
Balance Appropriated				\$494,866
Title I (Basic Skills)/CSR				\$141,118
PreSchool Aid				\$252,385
IDEA-B				\$92,623
Title IV (DFSCA)				\$0
Title II (IKE Grant)				\$24,342
Non-Public Textbook				\$0
Chapter 192/193				\$0
Non-Public Nursing				\$0
Debt Service				\$0
State Project - Other Technology Grant				\$83,094
Total Budget:				\$7,668,652
				\$7,668,652

## Revenue Analysis

	2013-2014		2014-2015		2015-2016		2016-2017		2017-2018 (0%)*	
	Revised		Revised		Anticipated		Anticipated		Anticipated	
Additional Revenue										
Federal Grants										
Fund 20 including Pre School State Aid:	\$620,438		\$603,346		\$572,380		\$583,990		\$510,469	
State Grants										
Special Education	\$167,839	\$0	\$167,839	\$0	\$167,839	\$0	\$170,576	\$0	\$170,576	\$0
Transportation Aid	\$196,255	\$196,255	\$196,255	\$196,255	\$196,255	\$193,173	\$193,173	\$193,173	\$193,173	\$193,173
Adjustment/Additional Formula Aid	\$863,310	\$863,310	\$863,310	\$863,310	\$863,310	\$840,178	\$840,178	\$840,178	\$840,178	\$840,178
Extraordinary Aid	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
PARCC Readiness/Growth Aid/Prof Learning	\$10,455	\$7,100	\$7,100	\$7,100	\$7,100	\$10,080	\$10,080	\$10,080	\$10,080	\$10,080
Bilingual Aid (see below Fund 20)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equalization Aid	\$2,397,552	\$2,397,552	\$2,397,552	\$2,397,552	\$2,397,552	\$2,420,975	\$2,420,975	\$2,420,975	\$2,420,975	\$2,420,975
Other	\$86,245	\$86,245	\$86,245	\$86,245	\$86,245	\$87,320	\$87,320	\$87,320	\$87,320	\$87,320
Security Aid	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equalization Aid - ARRA	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Misc. Revenues	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balance Appropriated/Actual Revenue Over/Under	\$346,811	\$352,893	\$352,893	\$361,728	\$361,728	\$230,310	\$230,310	\$494,866	\$494,866	\$494,866
	\$4,700,905	\$4,686,541	\$4,686,541	\$4,664,409	\$4,664,409	\$4,548,602	\$4,548,602	\$4,739,637	\$4,739,637	\$4,739,637

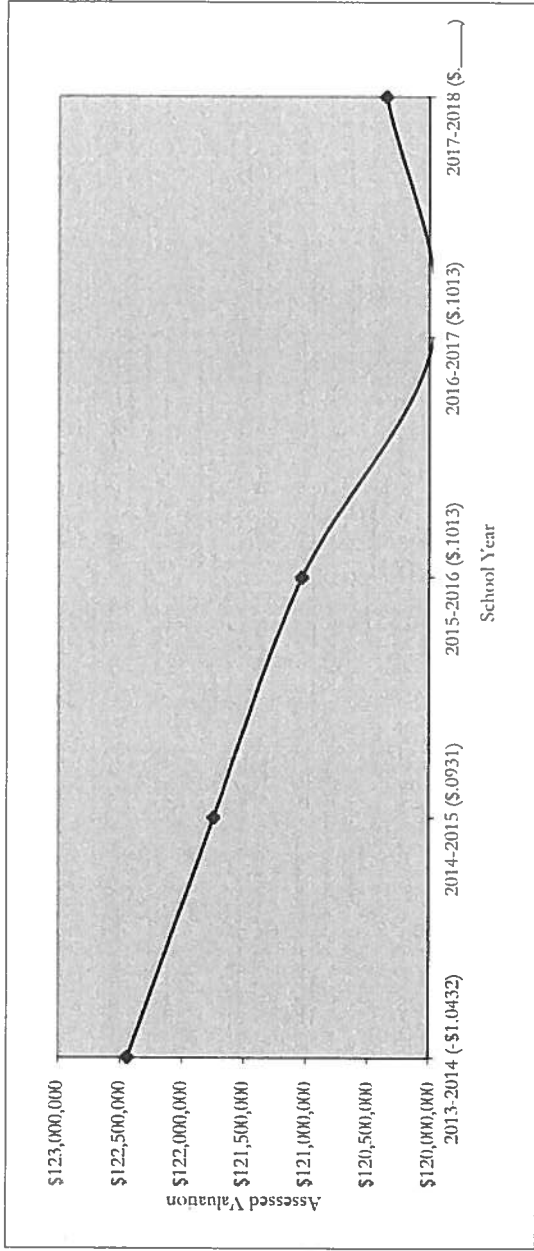
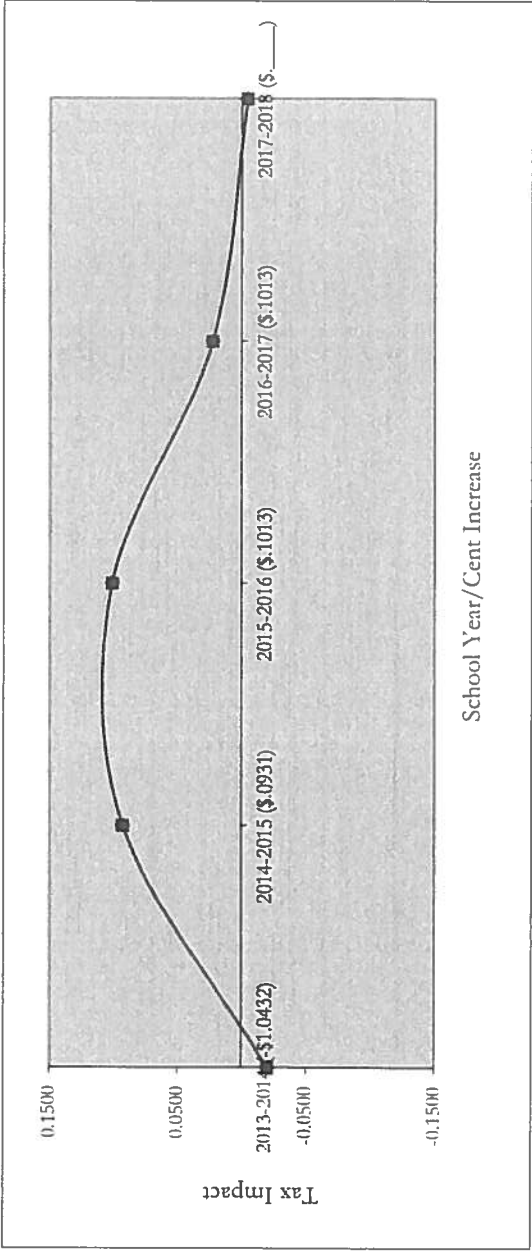
Beverly City Local Tax Levy:	\$2,719,959	\$2,817,744	\$2,923,956	\$2,925,115	\$2,929,015
Assessed Valuation:	\$122,442,960	\$121,743,002	\$121,033,423	\$119,964,000	\$120,348,300 *
Tax Rate:	2.2214	2.3145	2.4158	2.4383	2.4338
Tax Rate increase of:	(0.0204)	0.0931	0.1013	0.0225	(0.0045)
Tax Levy Percentage Increase:	3.72%	1.12%	4.38%	0.93%	-0.19%
Total Budget:	\$7,420,864	\$7,504,285	\$7,588,365	\$7,473,717	\$7,668,652
Budget Increase:	\$85,421	\$83,839	\$84,080	-\$114,648	\$184,935
Tax Levy Dollar Increase:	(\$25,000)	\$97,785	\$106,212	\$1,159	\$3,900

Budget Percentage Increase:		1.0261
Budget Dollar Increase:		\$194,935

	2013-2014 (\$1,0432)	2014-2015 (\$0.931)	2015-2016 (\$1.013)	2016-2017 (\$1.013)	2017-2018 (\$1.013)
For Graph Use Only					
	-0.0204	0.0931	0.1013	0.0225	-0.0045
	-0.0204	0.0931	0.1013	0.0225	-0.0045
	2.2214	2.3145	2.4158	2.4383	2.4338
	-0.0204	0.0931	0.1013	0.0225	-0.0045
2013-2014 (-\$1,0432)		2014-2015 (\$0.931)	2015-2016 (\$1.013)	2016-2017 (\$1.013)	2017-2018 (\$1.013)
\$122,442,960	\$121,743,002	\$121,033,423	\$119,964,000	\$120,348,300	

For comparative purposes

\* Assessed value from State budget software as of 10/01/2014



Miscellaneous Revenue

Interest Income (est.):

July - November, 2010 (Average)

\$0
\$0
\$0
12

One Year

\$0
-----

Miscellaneous:

\$0
\$2,000
<b>\$2,000</b>

**Total Misc. Revenue:**



**Beverly City Board of Education**  
Beverly, New Jersey

Budget Preparation School Year 2017-2018

Budget #	Account Number	Account Name	2017-2018 Proposed	2016-2017 Proposed	2018/2017 Dollar (\$)	2018/2017% Change
29000	11-000-100-561-	TUITION-LEA REGULAR	\$390,434	\$343,753	(\$46,681)	13.58%
		Regular Education Students to Palmyra	\$347,016			
		PY Tuition Adjustment	\$43,418			
29020	11-000-100-562-	TUITION-LEA SPECIAL EDUC	\$303,347	\$258,980	(\$44,367)	17.13%
29040	11-000-100-563-	TUITION-CO VOC SCHOOL	\$149,808	\$149,808	\$0	0.00%
29080	11-000-100-565-	TUITION-CSSD & DAY SCHOOL	\$642,734	\$595,915	(\$46,819)	7.86%
29100	11-000-100-566-	TUITION-PRIVATE SCHOOL (with IDEA Adjustment)	\$123,171	\$151,197	\$28,026	-18.54%
0	11-000-100-567-	TUITION TO O/S PRIV SCH	\$0	\$0	\$0	#DIV/0!
29140	11-000-100-568-	TUITION-STATE FACILITIES (CZ - Project Teach)	\$35,465	\$35,465	\$0	0.00%
29160	11-000-100-569-	TUITION OTHER (Charter School - three students)	\$0	\$35,041	\$35,041	-100.00%
29500	11-000-211-105-	ATTEND SVCS - CLER SAL	\$31,499	\$27,585	(\$3,914)	14.19%
		Cole (partial - 25%)	\$10,999			
		Sanchez (partial - 50%)	\$20,500			
29600	11-000-211-320-	ATTENDANCE SVCS- PRCH SV (sub caller)	\$2,000	\$2,000	\$0	0.00%
30500	11-000-213-104-	HEALTH SVC SALARIES	\$64,540	\$62,666	(\$1,874)	2.99%
		Weller	BS12+15			
30500	11-000-213-105-	HEALTH SVCS- CLER SAL	\$10,999	\$10,733	(\$266)	2.48%
		Cole (partial - 25%)	\$10,999			

Budget #	Account Number	Account Name	2017-2018 Proposed	2016-2017 Proposed	2018/2017 Dollar (\$) Change	2018/2017 % Change
30540	11-000-213-300-	HEALTH PURCHASED PROF/ED	\$3,000	\$3,000	\$0	0.00%
		Contracted Nursing	\$2,500			
		School Physician	\$500			
30580	11-000-213-610-	HEALTH SUPPLIES	\$2,500	\$2,500	\$0	0.00%
30600	11-000-213-890-	HEALTH OTHER OBJECTS (medical waste)	\$500	\$500	\$0	0.00%
40500	11-000-216-100-	SPEECH TEACHER SALARY	\$74,273	\$74,273	\$0	0.00%
		New	\$74,273			
40520	11-000-216-320-	SPEECH/OT/PT PROF SER(outsourced to BCSSSD)	\$30,000	\$30,000	\$0	0.00%
40540	11-000-216-610-	SPEECH SUPPLIES	\$2,000	\$2,000	\$0	0.00%
		SPEECH MISC EXPENSES	\$0	\$0	\$0	#DIV/0!
4100	11-000-217-106-	EXTRAORD PARA SAL	\$14,063	\$13,720	(\$343)	2.50%
		New	\$14,063			
		Step 4				
41020	11-000-217-320-	EXTRAORD PCH PRF ED SVCS	\$8,000	\$8,000	\$0	0.00%
		EXTRAORD MISC EXPENSES	\$0	\$0	\$0	#DIV/0!
		GUID SALARIES	\$0	\$0	\$0	#DIV/0!
41520	11-000-218-105-	GUID SECY/CLER SALARIES	\$16,400	\$15,150	(\$1,250)	8.25%
		McGee (partial - 50%)	\$16,400			
41560	11-000-218-320-	GUID PURCH PRF ED SVC (Genesis Software)	\$3,500	\$3,500	\$0	0.00%
		GUID PURCH PRF/TECH SVCS	\$0	\$0	\$0	#DIV/0!
		GUID OTH PURCH SVS	\$0	\$0	\$0	#DIV/0!
		GUID SUPPLIES	\$0	\$0	\$0	#DIV/0!
		GUID MISC EXPENSES	\$0	\$0	\$0	#DIV/0!



Budget #	Account Number	Account Name	2017-2018 Proposed	2016-2017 Proposed	2018/2017 Dollar (\$)	2018/2017% Change
43580	11-000-222-610-	LIB/MEDIA SUPPLIES	\$1,000	\$1,000	\$0	0.00%
43600	11-000-222-890-	LIB/MEDIA MISC EXPENSES	\$1,000	\$1,000	\$0	0.00%
	11-000-223-110-	TRAINING OTHER SALARY	\$0	\$0	\$0	#DIV/0!
	11-000-223-320-	TRAINING PURCH PRF/ED SV	\$0	\$0	\$0	#DIV/0!
44100	11-000-223-390-	TRAINING PCH/PRO TECH SV	\$1,000	\$1,000	\$0	0.00%
	11-000-223-500-	OTHER PURCHASED SERVICES	\$2,000	\$2,000	\$0	0.00%
44120	11-000-223-580-	WORKSHOPS	\$6,000	\$6,000	\$0	0.00%
	11-000-223-610-	TRAINING SUPPLIES	\$0	\$0	\$0	#DIV/0!
	11-000-223-890-	TRAINING MISC EXPENSES	\$0	\$0	\$0	#DIV/0!
45000	11-000-230-100-	GEN ADMIN SPRINTEND SAL**	\$125,250	\$125,250	\$0	0.00%
		Superintendent- Partial				
					\$125,250	
45000	11-000-230-104-	TREASURER SALARIES	\$4,204	\$4,101	(\$103)	2.50%
45000	11-000-230-105-	GENERAL ADMIN- CLER SAL	\$15,950	\$13,501	(\$2,449)	18.14%
		McGee (partial - 25% with adj.)				
		Sanchez (partial - 25%)				
					\$5,700	
					\$10,250	
45040	11-000-230-331-	GEN ADMIN-LEGAL SVC	\$27,000	\$27,000	\$0	0.00%
45060	11-000-230-332-001	AUDIT FEES	\$18,000	\$18,000	\$0	0.00%
45100	11-000-230-339-	GENERAL ADMIN PURCH PROF**	\$4,000	\$4,000	\$0	0.00%
45120	11-000-230-340-	GEN ADMIN PURCH PRF/TECH (computer tech)	\$2,000	\$2,000	\$0	0.00%
45140	11-000-230-530-	TELEPHONE POSTAGE**	\$3,000	\$3,000	\$0	0.00%
	11-000-230-580-059	OTHER PURCH SERV (400-50)	\$0	\$0	\$0	#DIV/0!
45160	11-000-230-585-	GEN ADM BOARD TRAVEL	\$1,000	\$1,000	\$0	0.00%
45180	11-000-230-590-	GEN AD ADVERTISEMENT	\$5,000	\$5,000	\$0	0.00%
45200	11-000-230-610-	GEN ADMIN-SUPPLIES	\$4,000	\$4,000	\$0	0.00%
	11-000-230-630-	BOE SUPPLIES	\$0	\$0	\$0	#DIV/0!
6980	11-000-230-820-	JUDGMENTS AGAINST THE SC -Fiscal Monitor**	\$0	\$0	\$0	#DIV/0!
	11-000-230-820-01	JUDGMENTS- PAYROLL	\$0	\$0	\$0	#DIV/0!
45260	11-000-230-890-	GEN ADMIN-MISC EXPENSES (Supt Dues/Expenses)	\$3,000	\$3,000	\$0	0.00%

Budget #	Account Number	Account Name	2017-2018 Proposed	2016-2017 Proposed	2018/2017 Dollar (\$) Change	2018/2017 % Change
45280	11-000-230-895-	BOF MEMBERSHIP/DUES/FEES	\$7,000	\$7,000	\$0	0.00%
	11-000-240-103-	SCH ADMIN PRIN/AP SAL	\$0	\$0	\$0	#DIV/0!
46040	11-000-240-105-	SCH ADMIN SEC/CLER SAL	\$18,450	\$16,001	(\$2,449)	15.31%
		McGee (partial - 25%)				
		Sanchez (partial - 25%)				
46040	11-000-240-300-	SCH ADMIN-PURCH PRO/TECH (network support/Genesis)**	\$0	\$0	\$0	#DIV/0!
46120	11-000-240-610-	SCHOOL ADMIN-SUPPLIES	\$3,500	\$3,500	\$0	0.00%
46140	11-000-240-890-	SCH ADMIN-MISC EXPENSE	\$500	\$500	\$0	0.00%
47000	11-000-251-104-	BUSINESS ADMIN SALARIES**	\$100,000	\$100,000	\$0	0.00%
		School Business Administrator/Board Secretary				
47000	11-000-251-105-	BUS ADMIN/SECY SALARIES	\$70,087	\$68,377	(\$1,710)	2.50%
		Lange				
		Accounts Payable - Di Gangi - partial				
47040	11-000-251-340-	BUS OFF PURCH TECH SERV (Ed-Data/Election/Filebank)	\$9,000	\$9,000	\$0	0.00%
47060	11-000-251-592-	BUSINESS MISC PURCH SVC	\$4,000	\$4,000	\$0	0.00%
	11-000-251-594-	SALE/LEASE-BACK PAYMENTS	\$0	\$0	\$0	#DIV/0!
47100	11-000-251-610-	BUSINESS SUPPLIES	\$4,000	\$4,000	\$0	0.00%
	11-000-251-831-	INTEREST ON CURRENT LOAN	\$0	\$0	\$0	#DIV/0!
47180	11-000-251-890-	BUS OFC MISC EXPENSES	\$3,200	\$3,200	\$0	0.00%
47540	11-000-252-340-	AIT PUR TECH SERV(Systems 3000)	\$12,000	\$12,000	\$0	0.00%
48520	11-000-261-420-	MAINT CLEANING/REPAIRS (outside vendors for maint.)	\$166,000	\$66,000	(\$100,000)	151.52%
48540	11-000-261-610-	MAINT SUPPLIES	\$35,000	\$35,000	\$0	0.00%

Budget #	Account Number	Account Name	2017-2018 Proposed	2016-2017 Proposed	2018/2017 Dollar (\$)	2018/2017% Change
49000	11-000-262-110-	OPER/CUST SALARIES	\$96,954	\$95,190	(\$1,764)	1.85%
		Davis				
		Strollo/Jordan				
		Burroughs				
49020	11-000-262-107	CAFETERIA AIDES	\$16,457	\$16,152	(\$305)	1.89%
		Mathews	Step 12			
49000	11-000-262-110-OT	OPER/CUSTODIAL OT	\$24,000	\$24,000	\$0	0.00%
49040	11-000-262-300-	OPER PURCH PROF/TECH SVS	\$25,000	\$25,000	\$0	0.00%
49060	11-000-262-420-	OPER CONTRACT SERVICES	\$46,000	\$46,000	\$0	0.00%
49080	11-000-262-441-	OPER RENTALS	\$18,000	\$18,000	\$0	0.00%
49120	11-000-262-490-	OTHPURPROP WATER SEWER	\$4,000	\$4,000	\$0	0.00%
49140	11-000-262-520-	OPER PROPERTY INS	\$28,600	\$28,600	\$0	0.00%
49160	11-000-262-590-	OPER MISC PURCHASE (phone/home depot/kitchen)	\$7,000	\$7,000	\$0	0.00%
49180	11-000-262-610-	OPER SUPPLIES	\$6,000	\$6,000	\$0	0.00%
49200	11-000-262-621-	OPER ENERGY - ELECTRIC	\$61,000	\$61,000	\$0	0.00%
49220	11-000-262-622-	HEAT & ELECTRICITY	\$65,000	\$65,000	\$0	0.00%
49280	11-000-262-890-	OPER MISC EXPENSE	\$5,000	\$5,000	\$0	0.00%
52040	11-000-270-161-	SAL. FOR PUPIL TRANS(BET (Partial Sal of Bd Office Clerk)	\$15,027	\$14,660	(\$367)	2.50%
52060	11-000-270-162-	SAL. FOR PUPIL TRANS(BET (Partial Sal of Bd Office Clerk)	\$15,027	\$14,660	(\$367)	2.50%
		TRANS MGMT FEE-ESC	\$0	\$0	\$0	#DIV/0!
		TRANS OTHER PURCHASED SV	\$0	\$0	\$0	#DIV/0!
		TRANS CLEAN/REPAIR/MAINT	\$0	\$0	\$0	#DIV/0!
52200	11-000-270-503-	TRANS AID IN LIEU PAY	\$34,709	\$40,000	\$5,291	-13.23%
52260	11-000-270-511-	TRANS CONT SVS REG	\$40,499	\$40,499	\$1	0.00%
		Palmyra High School vis Safety Bus (plus overflow)				
		BCIT via GST Transport				

Budget #	Account Number	Account Name	2017-2018 Proposed	2016-2017 Proposed	2018/2017 Dollar (\$) Change	2018/2017% Change
52280	11-000-270-512-	TRANS FIELD/ATH TRIPS	\$10,000	\$10,000	\$0	0.00%
52300	11-000-270-513-	TRANS JOINT AGREEMENTS	\$12,000	\$12,000	\$0	0.00%
52320	11-000-270-514-	TRANS CONT SVS SP ED	\$20,000	\$20,000	\$0	0.00%
52340	11-000-270-515-	TRANS SP ED JOINT AGREE	\$16,000	\$16,000	\$0	0.00%
52380	11-000-270-517-	TRANS CONT REG SVC ESC	\$92,700	\$92,700	\$0	0.00%
	11-000-270-518-	TRANS ESC SP ED CONTRACT - BCSSSD	\$220,000	\$220,000	\$0	0.00%
	11-000-270-593-	TRANS MISC PURCH SVC	\$0	\$0	\$0	#DIV/0!
	11-000-270-610-	TRANS SUPPLIES	\$0	\$0	\$0	#DIV/0!
	11-000-270-800-	TRANS MISC EXPENSE	\$0	\$0	\$0	#DIV/0!
71000	11-000-291-210-	GROUP INSURANCE - DENTAL	\$43,696	\$47,287	\$3,591	-7.59%
71020	11-000-291-220-	SOCIAL SECURITY CONTRIBU	\$70,000	\$70,000	\$0	0.00%
71060	11-000-291-232-	T.P.A.F. CONTRIBUTIONS -	\$0	\$0	\$0	#DIV/0!
71120	11-000-291-241-	EMP BEN OTH RETIRE - PERS	\$55,223	\$56,119	\$896	-1.60%
71140	11-000-291-249-	OTH RET CONT- P.E.R.S.	\$1,000	\$1,000	\$0	0.00%
71160	11-000-291-250-	UNEMPLOYMENT COMPENSATION	\$30,000	\$30,000	\$0	0.00%
71180	11-000-291-260-	WORKERS' COMP.	\$35,000	\$35,000	\$0	0.00%
71200	11-000-291-270-	OTHER HEALTH BENEFITS	\$730,663	\$697,618	(\$33,045)	4.74%
7550	11-000-291-280-	TUITION REIMBURSEMENT	\$30,000	\$30,000	\$0	0.00%
2080	11-000-291-290-	OTHER EMPLOYEE BENEFITS	\$0	\$0	\$0	#DIV/0!
	11-000-310-930	FOOD SERVICE	\$0	\$0	\$0	#DIV/0!
	11-110-100-101-	KNIDG TEACHER SALARIES	\$138,663	\$130,729	(\$7,934)	6.07%
		Granville	\$65,587	MS10		
		Lokan	\$52,191	BS6		
		Kelly - Art (partial - 60%)	\$3,138	MS5		
		Johnson - Media (partial)	\$6,505	MS13		
		Tipton - PE (partial)	\$6,108	BS11		
		Knauss - Music (partial)	\$5,133	BS4		
2080	11-110-100-101-01	KIND- SUBSTITUTES	\$9,000	\$9,000	\$0	0.00%

Budget #	Account Number	Account Name	2017-2018 Proposed	2016-2017 Proposed	2018/2017 Dollar (\$)	2018/2017% Change
2100	11-120-100-101-	GR. 1-5 TEACHER SALARIES	\$639,465	\$627,124	(\$12,341)	1.97%
		Vermes, N	\$52,294	BS7		
		Borota	\$51,333	BS4		
		Arruda	\$71,672	BS15+30		
		McCloskey	\$50,449	BS5		
		Odum	\$60,657	MS10		
		Singer	\$70,647	BS15+30		
		Iwanicki	\$51,710	BS5		
		Genovesi	\$52,302	BS3+15		
		Groves	\$61,445	MS15		
		Kelly - Art (partial - 60%)	\$17,574	MS5		
		Johnson - Media (partial)	\$36,429	MS13		
		Tipton - PE (partial)	\$34,206	BS11		
		Knauss - Music (partial)	\$28,746	BS4		
2100	11-120-100-101-01	GRADES 1-5 - SUBSTITUTES	\$20,000	\$20,000	\$0	0.00%
2120	11-130-100-101-	GR. 6-8 TEACHER SALARIES	\$337,732	\$330,370	(\$7,362)	2.23%
		Druding	\$83,181	MS18		
		Dempster	\$51,710	BS5		
		Leigh	\$51,710	BS15+30		
		Shareef	\$80,122	MS17+30		
		Kelly - Art (partial - 60%)	\$10,670	MS5		
		Johnson - Media (partial)	\$22,118	MS13		
		Tipton - PE (partial)	\$20,768	BS11		
		Knauss - Music (partial)	\$17,453	BS4		
2120	11-130-100-101-01	GRADES 6-8 - SUBSTITUTES	\$20,000	\$20,000	\$0	0.00%
2500	11-150-100-101-	HOME INSTRUCT SALARIES T	\$5,000	\$5,000	\$0	0.00%
2540	11-150-100-320-	HOME INSTR PURCH ED SVCS (outsourced home instruction)	\$3,000	\$3,000	\$0	0.00%
	11-150-100-610-	HOME INSTRUCT SUPPLIES	\$0	\$0	\$0	#DIV/0!



Budget #	Account Number	Account Name	2017-2018 Proposed	2016-2017 Proposed	2018/2017 Dollar (\$) Change	2018/2017% Change
3000	11-190-100-106-	OTHER SALARIES-INSTR	\$166,628	\$145,096	(\$21,532)	14.84%
		Mulligan	\$13,949	Step 2		
		Gorney	\$15,769	Step 6		
		Morales	\$13,949	Step 2		
		Cody	\$19,103	Step 11		
		Field	\$18,989	Step 11		
		Barnes	\$19,103	Step 12		
		Smith	\$16,338	Step 8		
		Dempster	\$16,163	Step 7		
		Martin	\$18,989	Step 2		
		Merrill	\$14,276	Step 8		
		OTH. SAL. REMEDIAL SUP	\$0	\$0	\$0	#DIV/0!
3020	11-190-100-110-	PURCHASED PROF/ED SVC/Technology	\$40,000	\$40,000	\$0	0.00%
3040	11-190-100-320-	PURCHASED TECH SVC	\$40,000	\$40,000	\$0	0.00%
3060	11-190-100-340-	OTHER PURCHASED SVC (Phone)**	\$40,000	\$40,000	\$0	0.00%
3080	11-190-100-500-	GENERAL SUPPLIES INSTRUC	\$78,000	\$78,000	\$0	0.00%
3100	11-190-100-610-	TEXTBOOKS INSTRUCTION**	\$60,000	\$60,000	\$0	0.00%
3120	11-190-100-640-	OTHER OBJECTS INSTRUCTIO	\$6,000	\$6,000	\$0	0.00%
4500	11-204-100-101-	LLD TEACHER SALARIES (Vermes and Gunkel)	MS5/MS10	\$111,127	(\$3,164)	2.85%
	11-204-100-101-01	LLD-SUBSTITUTES	\$114,291	\$3,000	\$0	0.00%
	11-204-100-320-	LLD PURCHASED PROF/ED SV	\$0	\$0	\$0	#DIV/0!
4600	11-204-100-610-	GENERAL SUPPLIES-LLD	\$1,000	\$1,000	\$0	0.00%
7000	11-213-100-101-	RR TEACHER SALARIES	\$163,557	\$195,759	\$32,202	-16.45%
		Fox	\$50,764	MS19+15		
		Dipace	\$61,083	BS11		
		Kranz	\$51,710	BS5		

Budget #	Account Number	Account Name	Proposed	Proposed	Change	Change
7000	11-213-100-101-01	RESOURCE RM- SUBSTITUTES	\$16,000	\$16,000	\$0	0.00%
	11-213-100-320-	RR PURCHASED PROF/FD SVC	\$0	\$0	\$0	#DIV/0!
7100	11-213-100-610-	GENERAL SUPPLIES-RR	\$3,800	\$3,800	\$0	0.00%
	11-213-100-640-	TEXTBOOKS-RR	\$0	\$0	\$0	#DIV/0!
	11-213-100-890-	OTHER OBJECTS-RR	\$0	\$0	\$0	#DIV/0!
11000	11-230-100-101-	BSC SKILLS TEACHER SALAR	\$64,602	\$60,898	(\$3,704)	6.08%
		Coyne (partial)	\$18,275	BS19		
		Harper-Harmon (partial)/Groves (partial)	\$46,327	BS13		
	11-230-100-101-01	BSI- SUBSTITUTES	\$0	\$0	\$0	#DIV/0!
	11-230-100-320-	BS PURCHASED PROF/FD SVC	\$0	\$0	\$0	#DIV/0!
	11-230-100-610-	GENERAL SUPPLIES-BASIC S	\$0	\$0	\$0	#DIV/0!
12000	11-240-100-101-	BILINGUAL TEACHER SALARI	\$54,319	\$52,994	(\$1,325)	2.50%
		Gottlieb	\$54,319	BS7+15		
	11-240-100-101-01	BILINGUAL- SUBSTITUTES	\$0	\$0	\$0	#DIV/0!
17000	11-401-100-100-	COCURR SALARIES	\$10,000	\$7,000	(\$3,000)	42.86%
17020	11-401-100-500-	COCURR OTH PURCH SVS	\$3,000	\$3,000	\$0	0.00%
	11-401-100-610-	COCURR SUPPLIES	\$0	\$0	\$0	#DIV/0!
	11-401-100-890-	COCURR MISC EXPENSES	\$0	\$0	\$0	#DIV/0!
17500	11-402-100-100-	ATHLETICS SALARIES	\$4,500	\$4,500	\$0	0.00%
	11-402-100-500-	ATHLETICS PURCHASED SVC	\$0	\$0	\$0	#DIV/0!
17540	11-402-100-610-	ATHLETICS SUPPLIES	\$4,000	\$4,000	\$0	0.00%
	11-402-100-890-	ATHLETICS MISC EXPENSE	\$0	\$0	\$0	#DIV/0!
	11-403-100-100-	OTHER INSTRUCTIONAL SALA	\$0	\$0	\$0	#DIV/0!
	11-403-100-610-	OTHER INSTRUCTIONAL SUPP	\$0	\$0	\$0	#DIV/0!
	11-403-100-890-	OTHER INSTRUCTIONAL OTHE	\$0	\$0	\$0	#DIV/0!
	11-800-330-100-	COMMUNITY SVC SALARIES	\$0	\$0	\$0	#DIV/0!
	11-800-330-500-	COMMUNITY SVC PURCHASED	\$0	\$0	\$0	#DIV/0!
	11-800-330-600-	COMMUNITY SVC SUPPLIES	\$0	\$0	\$0	#DIV/0!

2017-2018 2016-2017 2018/2017 Dollar (\$) 2018/2017%

Budget #	Account Number	Account Name	Proposed	Proposed	Change	Change
	11-800-330-800-	COMMUNITY SVC OTHER OBJE	\$0	\$0	\$0	#DIV/0!
	11-999-999-999-	NET PAY ADJUSTMENT	\$0	\$0	\$0	#DIV/0!
	12-000-260-730-	EQUIPMENT OPER/MAINT	\$0	\$0	\$0	#DIV/0!
75840	12-000-300-730-	EQUIPMENT NON INSTRUCTIO (cafeteria equipment)	\$4,000	\$4,000	\$0	0.00%
	12-000-400-390-	FACILITIES-PROF/TECH SVC	\$0	\$0	\$0	#DIV/0!
	12-000-400-450-	FACILITIES-CONSTRUCTION	\$0	\$0	\$0	#DIV/0!
	12-000-400-710-	FACILITIES-LAND/IMPROVE	\$0	\$0	\$0	#DIV/0!
76140	12-000-400-721-	LEASE PURCHASE AGREEMENT (Church)	\$0	\$0	\$0	#DIV/0!
	12-120-100-730-	EQUIPMENT GR. 1-5	\$0	\$0	\$0	#DIV/0!
	12-130-100-730-	EQUIPMENT GR. 6-8	\$0	\$0	\$0	#DIV/0!
	16-000-213-105-	HEALTH SERV. CL. ARRA	\$0	\$0	\$0	#DIV/0!
	16-000-216-320-	SPEECH PROF ARRA	\$0	\$0	\$0	#DIV/0!
	16-000-219-104-	CST SALARIES ARRA	\$0	\$0	\$0	#DIV/0!
	16-000-219-105-	CST SEC. ARRA	\$0	\$0	\$0	#DIV/0!
	16-000-221-102-	CURR/INS. ARRA	\$0	\$0	\$0	#DIV/0!
	16-000-251-104-	BUS. ADM ARRA	\$0	\$0	\$0	#DIV/0!
	16-000-251-340-	BUS. OFF. TECH SERV	\$0	\$0	\$0	#DIV/0!
	16-000-252-340-	PUR. TECH. SV	\$0	\$0	\$0	#DIV/0!
	16-120-100-101-	GR. 1-5 TEACH. SAL ARRA	\$0	\$0	\$0	#DIV/0!
	16-130-100-101-	GR. 6-8 TEACH SAL ARRA	\$0	\$0	\$0	#DIV/0!
	17-110-100-101-	KNDG TEACH SAL ARRA	\$0	\$0	\$0	#DIV/0!
85000	20-218-100-101-	PSEA TEACHER SAL	\$180,441	\$166,854	(\$13,587)	8.14%

Foglio-Moss	\$52,191	BS7
Scarperia	\$75,002	BS16+15
Spratt	\$53,248	MS6

Budget #	Account Number	Account Name	2017-2018 Proposed	2016-2017 Proposed	2018/2017 Dollar (\$)	2018/2017 % Change
85020	20-218-100-106-	PSEA AIDFS SAL	\$20,482	\$66,711	\$46,229	-69.30%
		Harmon	\$18,989			
		Merrill	\$1,493			
		Step 11				
		Step 8				
85080	20-218-100-610-	PSEA ED SUPPLY	\$0	\$9,754	\$9,754	-100.00%
86000	20-218-200-102-	PSEA ED SAL SUPERVISOR	\$0	\$0	\$0	#DIV/0!
86020	20-218-200-103-	PSEA ED SAL PRINCIPAL	\$0	\$0	\$0	#DIV/0!
86040	20-218-200-104-	PSEA ED SAL OTHER PROF STAFF	\$0	\$0	\$0	#DIV/0!
86140	20-218-200-200-	PSEA EMP BENEFITS	\$51,462	\$59,543	\$8,081	-13.57%
86240	20-218-200-420-	PSEA CLEANING/REPAIR (% of Custodial Sal)	\$0	\$0	\$0	#DIV/0!
88500	20-231-100-101-	TITLE I TEACHER SALARIES	\$98,000	\$98,000	\$0	0.00%
		Coyne (partial)	\$68,000			
		Harper-Harmon (partial)/Groves (partial)	\$30,000			
88500	20-231-100-500	TITLE I - NON PUBLIC	\$0	\$0	\$0	#DIV/0!
88500	20-231-200-200	TITLE I - BENEFITS	\$27,954	\$27,954	\$0	0.00%
88500	20-231-200-300	TITLE I - PURCH PROF SERVICES	\$15,164	\$26,827	\$11,663	-43.47%
88520	20-270-200-300	TITLE II - PURCH PROF SERVICES	\$24,342	\$26,782	\$2,440	-9.11%
88620	20-250-100-500-	IDEA TUITION	\$92,623	\$101,566	\$8,943	-8.80%
89600	40-701-510-834	Debt - Interest	\$23,094	\$24,194	\$1,100	-4.55%
89620	40-701-510-910	Debt - Principal	\$60,000	\$55,000	(\$5,000)	9.09%
Grand Total:			\$7,668,652	\$7,473,717	(\$194,934)	2.61%
Budget Increase:			\$194,935			2.61%
Must be zero:			\$0			

Budget Issues:

\$0



# District Fingerprint Approved Substitutes 2016-2017

# 11A

District Fingerprints Approved      Certificate Expiration

Last Name      First Name

ACERBA	VALERIE	Beverly, Edgewater Park	Never
BEEBE	DANIELLE	Edgewater Park	9/21/2021
BIEHN	PATTI	Beverly, Delanco, Edgewater Park	Never
BOYLE	KRISTINE (N)	Delanco	9/28/2021
BROWN	DEBRA (N)	Beverly, Delanco, Edgewater Park, Riverton	6/8/2021
BROWN	LAURA	Beverly, Delanco, Edgewater Park, Riverton	Never
BUTLER	DONNA	Beverly, Delanco, Edgewater Park	10/5/2020
CABASQUINI	BRANDIE	Delanco, Edgewater Park	Never
CARFAGNO	BONNIE	Edgewater Park	Never
CASTELLI	JAMES	Beverly, Delanco, Edgewater Park	Never
CHANG	CHRISTINA	Delanco	10/14/2021
COHEN	LINDA	Edgewater Park	8/10/2021

<u>Last Name</u>	<u>First Name</u>	<u>District Fingerprints Approved</u>	<u>Certificate Expiration</u>
COLLAZO	RENEE	Beverly, Riverton	1/15/2021
COLLINS	BARBARA	Beverly, Delanco	1/2/2020
COOPER HARRIS	JOAN	Beverly, Edgewater Park	Never
CROSS	ROSANN	Riverton	Never
DANIELS	CARRIE K-8	Delanco, Edgewater Park	Never
DECHNIK	SUSAN HOME 1	Riverton	Never
DEY	PRATIBHA	Delanco, Edgewater Park	8/1/2021
DYCH	JAMES	Beverly, Delanco, Edgewater Park, Riverton	10/17/2021
FRANK	HAZEL	Beverly, Delanco, Edgewater Park	11/14/2019
FUSCO	SALLY (N)	Delanco, Edgewater Park	3/6/2020
GONZALEZ-RIVE	GISELLMARY	Beverly	Never
GRIMES	JOANNE	Delanco, Edgewater Park	6/25/2019
HARRIS	KEN	Delanco, Edgewater Park, Riverton	3/24/2020



District Fingerprints Approved      Certificate Expiration

Last Name      First Name

Beverly, Delanco, Edgewater Park, Riverton      4/20/2021

Beverly, Delanco, Edgewater Park      4/1/2020

Beverly, Delanco, Edgewater Park      8/10/2021

Delanco, Edgewater Park      2/15/2018

Riverton      Never

Delanco      9/22/2020

NONE (Grandfathered in Edgewater Park)      Never

Beverly, Delanco, Edgewater Park      Never

Edgewater Park      3/27/2018

Edgewater Park      Never

NONE      9/6/2021

Beverly, Delanco, Edgewater Park, Riverton      Never

Edgewater Park      Never

HAWTHORNE      FELICIA

HILL      EDNA

JACKSON      JOANNA

JACKSON      TROY

JACOBSEN      JUDY

JENNINGS      DORIS

JIAMPETTI      GARY

JOHNSON      DAVID

KELLEY      BELINDA

KIEFFER      RITA

LAMPLUGH      CATHERINE

LAVERGNE      ANNE

LEBON      CARLA (N)

<u>Last Name</u>	<u>First Name</u>	<u>District Fingerprints Approved</u>	<u>Certificate Expiration</u>
LIPPINCOTT	MARILYN	NONE (Grandfathered in Riverton ONLY)	Never
LUMPKIN	TAYLOR	Edgewater Park	9/6/2021
MALINOWSKI	JASON	Delanco	1/23/2022
MAURER	NICOLE	Beverly, Edgewater Park	Never
MC BREATY	MAUREEN	Delanco, Beverly	1/30/2019
MC GETTIGAN	CONNOR	Delanco	2/5/2021
MC RAE	CRYSTAL/ Ken	Edgewater Park	Never
MCNALLY	DANIELLE (N)	Beverly, Delanco, Edgewater Park, Riverton	4/5/2021
Miranda	Daniel	Beverly	2/1/2011
MULHERN	JOHN	Delanco, Edgewater Park, Riverton	10/31/2021
MURRAY	CRYSTAL	Delanco, Edgewater Park	3/4/2021
NEMETH	JOHN	Beverly, Delanco, Edgewater Park	3/11/2018
NEMETH	KAREN (N)	Beverly, Delanco, Edgewater Park, Riverton	5/2/2021

District Fingerprints Approved      Certificate Expiration

Last Name      First Name

Delanco, Edgewater Park      11/18/2020

NILES      CRISTA (N)

Delanco, Edgewater Park      Never

NILSEN      ALEXANDRIA

Edgewater Park      9/23/2018

O'HARE      ELIZABETH

Beverly, Delanco, Edgewater Park      2/20/2019

PAHL      (MARY) DIANE

Delanco      1/23/2018

PATTERSON      MARY

Beverly, Delanco, Edgewater Park, Riverton      8/18/2021

PERICE      LINDA

Grandfathered in Edgewater Park      9/24/2018

PERRY      CAROLYN

Delanco      8/11/2019

PLOWMAN      WILLIAM

NONE      9/16/2019

QUINTON      CHRISTINA

Edgewater Park      5/2/2021

RAUE      JENNIFER (N)

Beverly, Delanco, Riverton      2/2/2020

RIZZO      GREGORY

Edgewater Park      Never

ROBINSON      MICHELE

Delanco, Edgewater Park      4/11/2021

ROBINSON      RHEALIA(N) N

<u>Last Name</u>	<u>First Name</u>	<u>District Fingerprints Approved</u>	<u>Certificate Expiration</u>
ROPER	RACHEL	Beverly, Delanco, Edgewater Park, Riverton	11/23/2021
SANDERS	CRAIG (N)	Edgewater Park, Riverton	8/10/2021
SANDERS	MONICA	Beverly, Delanco, Edgewater Park, Riverton	3/4/2021
SCOTT	CHRISTOPHER	Delanco, Edgewater Park	4/11/2021
SCOTT	GERALD	Edgewater Park	8/4/2019
SHINN	SARAH	Delanco, Edgewater Park	10/14/2020
SHIVELY	LISA (N)	Beverly, Delanco	5/31/2017
SNOWDEN	PAULINE	Delanco, Edgewater Park	6/27/2018
SPENCE	DIANE	Beverly, Delanco, Edgewater Park, Riverton	4/8/2019
TATTI	KATHY	Beverly, Delanco, Edgewater Park	Never
THORN	RENEE	Beverly, Delanco, Edgewater Park	07/24/2019
VAN ZYL	PAMELA (N)	Delanco	11/20/2019
WENZKE	DONNA	Riverton	12/20/2018

Last Name

District Fingerprints Approved

Certificate Expiration

WILHELM

BARBARA (N)

Riverton

Never

WILSON

AISYA

Beverly, Delanco, Edgewater Park, Riverton

5/23/2021

WINKELSPRECHT

JOSEPH

Delanco

Never

YANSICK

KATHLEEN (N)

Riverton

8/12/2021

YOUNG

CHRISTINE

Delanco, Edgewater Park, Riverton

8/4/2020

ZITZLER

MARVELLEN

Grandfathered by Edgewater Park

Never



**From:** Michelle Mulligan <mmulligan@beverlycityschool.org>  
**Date:** February 23, 2017 at 11:14:52 PM EST  
**To:** Elizabeth Giacobbe <egiacobbe@beverlycityschool.org>  
**Subject:** Resignation

11D

Dear Ms. Giacobbe,

I would like to inform you that I am resigning from my position as classroom Paraprofessional, effective February 23 2017.

Thank you for all the opportunities and the professional development that you provided me though out the last year and a half. I have enjoyed working with you and all the staff.

If I can be of any help during this transition, please let me know.

Sincerely,

Michelle Mulligan

From: Christopher Strollo <cstrollo33@gmail.com>  
Date: Wed, Mar 1, 2017 at 2:47 PM  
Subject: Christopher Strollo-Resignation  
To: ggahles@beverlycityschool.org

11E

Dear George Gahles,

I want to thank you for the opportunity to work at Beverly City Schools. I have learned a lot about myself and made some great friends along the way. It has been a great opportunity but its time for me to move on. I would like to process my request for resignation from the BOE. Also I would like to know if I can get my final paycheck in advance? Once again thank you for everything.

-Christopher Strollo



New Jersey Department of Education  
Division of Early Childhood Education  
Three-Year Preschool Program Plan for 2017-2020  
Former ECPA/ELLI School Districts

12

**Purpose**

The purpose of the Three-Year Preschool Plan is to provide a comprehensive description of how the school district will implement each component of a high-quality preschool program for three- and four-year-old children over the next three years, as detailed in *New Jersey Administrative Code 6A:13A* and in the *Preschool Program Implementation Guidelines*. Be advised that ECPA and ELLI districts have to serve four-year-old children whereas ECPA district's can also serve three-year-old children.

This plan, once approved, will replace your school district's last approved one-year operational plan from the 2016-2017 school year. Please note districts are required to answer the questions at the end of each section.

**Submission Instructions:**

The completed Three-Year Preschool Program Plan must be submitted in an **electronic file (i.e., USB flash drive)** to the New Jersey State Department of Education, Division of Early Childhood Education, 100 Riverview Plaza, P.O. Box 500, Trenton, NJ 08625-0500 on March 1, 2017 along with a **paper copy of the school district's board resolution**. An additional copy and file must be submitted to the Executive County Superintendent. The following must be submitted:

- The narrative section (this document) of the Three-Year Preschool Program Plan;
- The District Budget Planning Workbook section of the Three-Year Preschool Program Plan that describes how many, and where children will be served, as well as how Preschool Education Aid will be expended in 2017-2018;
- The signed cover sheet and the district statement of assurances; and
- A paper copy of the school district executed board resolution. If not included with submission, provide the date of expected approval. After board approval, submit the resolution to the New Jersey State Department of Education at the address given, above.

**Approval**

- Approval letters will be mailed from the Division of Early Childhood Education (DECE) on or before April 1, 2017 to school districts that submit timely and complete plans.
- Late plan submissions by school districts are not guaranteed approval letters on or before April 1, 2017.
- Incomplete plan submissions will be returned for resubmission prior to DECE review and approval with no guarantee of DECE approval on or before April 1, 2017.

## Instructions

- Complete the District Information and District Statement of Assurances pages. Obtain signatures of the chief school administrator and school business administrator prior to submission to the DECE.
- Submit a board resolution approving the preschool program plan and budget. *Attach a copy of the signed and dated Board Resolution. If not included, provide the date of expected approval.* After board approval, submit the resolution to the New Jersey State Department of Education, Division of Early Childhood Education, 100 Riverview Plaza, P.O. Box 500, Trenton, NJ 08625-0500.
- Contact the DECE with any questions regarding completion of the Three-Year Preschool Program Plan.

## **Program Plan Components**

Enter the information requested for each component of a high quality preschool program for the following areas listed below.

- **DISTRICT INFORMATION**
- **DISTRICT STATEMENT OF ASSURANCES**
- **OUTREACH/PROGRAM DELIVERY**
- **ADMINISTRATIVE OVERSIGHT**
- **MASTER TEACHERS/COACHING**
- **INTERVENTION AND SUPPORT SERVICES: Special Education and Inclusion**
- **INTERVENTION AND SUPPORT SERVICES: Preschool Intervention and Referral Team (PIRT) / Intervention and Referral Services (I&RS)**
- **HEALTH AND NUTRITION**
- **FAMILY AND COMMUNITY INVOLVEMENT**
- **CURRICULUM AND ASSESSMENT**
- **PROFESSIONAL DEVELOPMENT**
- **SUPPORTING ENGLISH LANGUAGE LEARNERS**
- **TRANSITION**
- **PROGRAM EVALUATION**
- **BUDGET PLANNING WORKBOOK**

**District Information**

County: Burlington County County Code: 05

District: Beverly City School District District Code: 0380

Chief School Administrator: Elizabeth Giacobbe

Address: 601 Bentley Avenue

Telephone Number: 609-387-2200 Fax Number: 609-387-4447

E-Mail Address: egiacobbe@beverlycityschool.org

School Business Administrator: Mr. George Gahles

Address: 601 Bentley Avenue

Telephone Number: 609-387-2200 Fax Number: 609-387-4447

E-Mail Address: ggahles@beverlycityschool.org

Preschool Program Contact: Elizabeth Giacobbe Title: Superintendent

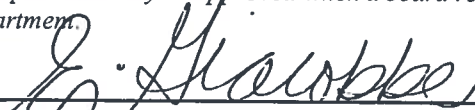
Address: same as above

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Date of the Board Resolution: March 15<sup>th</sup>, 2017

*Attach a copy of the signed and dated Board Resolution. If not included, provide the date of expected approval. Your plan will only be approved when a board resolution approving submission of the plan is received by the department.*

  
Chief School Administrator's Signature

2/28/2017  
Date

  
School Business Administrator's Signature

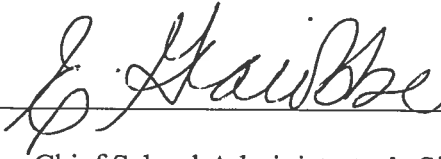
2/28/2017  
Date

**DISTRICT STATEMENT OF ASSURANCES**

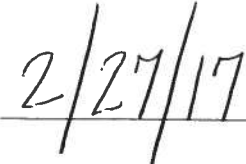
The Chief School Administrator hereby assures that the following has occurred.

The preschool program will serve eligible children in the preschool classrooms, pursuant to P.L. 2007, c.260 and *New Jersey Administrative Code 6A:13A*.

I certify that the above item and Three-Year Preschool Program Plan are correct and complete.

  
\_\_\_\_\_

Chief School Administrator's Signature

  
\_\_\_\_\_

Date

---

## OUTREACH/PROGRAM DELIVERY

**Recruitment and Outreach: Multiple recruitment strategies are being used.**

1. Please describe your district's outreach/program delivery plan for the next three years.
2. What are the current recruitment method(s) and strategies being implemented?

At the Beverly City School District, we implement Child Find with several area doctors and hospitals, we advertise enrollment in two local papers, and have open enrollment until all slots are filled. We work with Early Intervention System to provide services to classified preschool students.

---

## ADMINISTRATIVE OVERSIGHT

**Administration: Administrators overseeing the preschool program facilitate the development, articulation, and implementation of the DOE approved program plan that is shared and supported by the school community.**

Refer to the section on Administrative Oversight in *New Jersey Administrative Code 6A:13A*, and in the *Preschool Program Implementation Guidelines*.

The appointed supervisor/administrator responsible for the preschool program should hold the appropriate New Jersey Supervisor's Certificate or New Jersey Principal's Certificate and have experience in preschool education. Fill in the table below for each administrator, including the appointed supervisor(s) as described above, who will be involved in oversight of the preschool program.

Title	Name	Certification	Preschool experience	Other responsibilities
Superintendent	Elizabeth C. Giacobbe	School Administrator	9 years	CSA
Director of Curriculum and Instruction	Kerri Lawler	Principal	5 years	Oversees C and I for district.
Supervisor of Instruction	Joe DeLecce	Supervisor	5 years as a preschool teacher	Discipline of K-8

1. Describe how the appointed early childhood supervisor/administrator facilitates consensus and a shared preschool vision by regularly meeting with and getting feedback from district administrators, preschool program staff, teachers, community provider directors (if applicable), and families.

Monthly teacher academies are held to provide individualized professional development on the vision with the preschool staff. The preschool staff also participates in a Professional Learning Community that meets regularly to ensure that all aspects of the preschool plan are implemented.

2. Who will monitor and track preschool expenditures and provider expenditures (if applicable)?

Title	Name	Phone	Email	Other responsibilities
Superintendent	Elizabeth C. Giacobbe	609-387-2200	<a href="mailto:egiacobbe@beverlycityschool.org">egiacobbe@beverlycityschool.org</a>	CSA
Staff Accountant	Brian Savage	Same	<a href="mailto:bsavage@beverlycityschool.org">bsavage@beverlycityschool.org</a>	

**MASTER TEACHERS/COACHING (If relevant)**

*Master Teachers: Master teachers (coaches) fulfill the roles and responsibilities outlined in the New Jersey Preschool Program Implementation Guidelines.*

(<http://www.state.nj.us/education/ece/guide/impguidelines.pdf>).

Refer to the sections on Master Teachers/Coaching in *New Jersey Administrative Code 6A:13A*.

The district may combine the preschool master teacher position with another in-district position. Alternatively, districts may collaborate with one or more school district(s) to share the services of a master teacher, or contract with a county or regional educational services commission for master teacher services where the county or regional educational services commission is approved by the State Board to do so.

The master teacher must have the following qualifications and experience:

- A bachelor’s degree and teacher certification;
- Three to five years experience teaching in preschool programs;
- Experience in implementing developmentally appropriate preschool curricula;
- Experience with a range of appropriate early childhood assessments including performance-based assessment instruments and classroom quality assessment instruments; and
- Experience providing professional development to classroom teachers.

Master teachers should dedicate the majority of their time to classroom visits and follow-up discussions with teachers regarding children’s learning and instructional practices.

1. How will the function of the master teacher position(s) be fulfilled in the school district?

Check all that apply.

- Master teacher(s) employed solely by the district with no other district responsibilities.
- Master teacher(s) employed solely by the district who also have other district responsibilities.
- Master teachers(s) shared with other collaborating districts.
- Master teacher(s) provided via contract with a county or regional educational services commission as approved by the State Board.

- Master teacher(s) will be provided by agreement with a private provider or local Head Start agency.
- Other (please explain)

2. If the district does not have master teachers please explain how coaching is being addressed

We do not have a master teacher. The role is being filled by on-site administration.

3. Each master teacher or designee will be responsible for supporting 3 classrooms (number of classrooms).
4. Based on the needs of the student population, what specialized training will the master teacher(s) have? Check all that apply.
- Special education
  - English as a Second Language/Bilingual
  - Other (please describe)
5. Who will serve in the position(s) of the master teacher? Provide the contact information below.

Title	Name	Phone	Email	Other responsibilities (if applicable)
N/A				

**INTERVENTION AND SUPPORT SERVICES: Special Education and Inclusion**

To the maximum extent appropriate, preschool children eligible for special education will be enrolled in general education preschool programs with their non-disabled peers in the context of a high quality preschool curriculum. Refer to the Intervention and Support Services sections of the *New Jersey Administrative Code 6A:13A* and the *Preschool Program Implementation Guidelines* for current research and recommended practices for inclusion, intervention and support. Highlights of code and guidance are provided below.

- Supports for IEP goals are provided within classroom activities and routines.
- Special education staff, master teachers and PIRT and/or I&RS consult with teachers to address goals.
- Push-in and pull-out services are used on a limited basis.
- Classroom teachers participate in all meetings throughout the IEP process.
- Collaboration among teachers, special education staff and intervention teams is built into the schedule.

1. Referring to Table 1 and the district’s Special Education Annual Data Report, how many preschool children with disabilities does the district currently serve in 2016-2017 and project to be included full-time in general education settings in 2017-2018?



Full-time, preschool disabled children in general education	
2016-2017	2017-2018
6	7

- What is the average number of preschool children with disabilities expected to be enrolled in general education classrooms?
- In the table below, list the estimated number of children with disabilities to be included in general education settings each year.

	estimated # preschool disabled	# in general education classrooms	# in self-contained classrooms
Year 1 2017-2018	6	6	0
Year 2 2018-2019	7	7	0
Year 3 2019-2020	7	7	0

- Of the children with disabilities (IEPs) in preschool disabled classrooms (self-contained) noted in the table above, how many children on the autistic spectrum are projected to be enrolled in specialized, self-contained classrooms for autism only?

None

- Not included in the number above, are there any additional preschool children with disabilities (IEPs) sent to specialized schools out of district? If so, how many preschool children with disabilities does the district project to send to out-of-district placements in 2017-2018?

At present, zero.

---

**INTERVENTION AND SUPPORT SERVICES: Preschool Intervention and Referral Team (PIRT)/Intervention & Referral Services (I&RS)**

Refer to the *Preschool Program Implementation Guidelines* for information about the PIRT. This team is in place to support preschool children with persistent challenging behaviors or learning difficulties in general education classrooms prior to the need for special education services.

- List the names and specialties of each person assigned to the PIRT/I&RS.

Name	Title	Phone	Email	Other responsibilities
Kerri Lawler	Director C & I	609-387-2200	klawler@beverlycityschool.org	
Joanne Mills	Social Worker	Same	jmills@beverlycityschool.org	
Chelsea Light	Psychologist	Same	clight@beverlycityschool.org	
Dorann Foglio	Pre-L Teacher	Same	dfoglio@beverlycityschool.org	
Suzanne Columbia	Speech	Same	scolumbia@	

2. If no PIRT, how will the I&RS team work with preschool?

The I & RS team has a preschool representative on the team to assist colleagues with challenges faced in the classroom. Regular collaboration exists with all stakeholders through a variety of meetings, CST, I & RS, Teacher Academies, monthly PLC meetings, etc.

3. PIRT functions are to be provided via consultation with the classroom teacher as needed. How will the district ensure regular collaboration (e.g. weekly meetings) with each of the following:

- PIRT/I&RS and classroom teachers;

Monthly meetings or as needed

- PIRT/I&RS and families of children with challenging behaviors;

Daily communication and meetings as needed

- Other special services staff; and

As needed

- Child Study Teams.

I & RS is comprised of the CST members.

4. If you have a Team;

- a. On average, how many total general education case files are opened each year for children who need PIRT services? 3
- b. Of those, how many are for children with challenging behaviors? 2
- c. Of those, how many are for children with other issues? 1

5. How many children who were provided with an intervention were given IEPs? 3

---

## HEALTH AND NUTRITION

Refer to the section on Health and Nutrition in *New Jersey Administrative Code 6A:13A*, and in the *Preschool Program Implementation Guidelines*.

(<http://www.state.nj.us/education/ece/guide/impguidelines.pdf>)

- a. Does your district preschool program participate in the National School Breakfast Program and the National School Lunch Program? Yes

- b. Do your district's contracted providers (if relevant) participate in the Child and Adult Care Food Program (CACFP)? No
- c. Are the preschool children served family style meals in their classrooms to optimize independence, language and social skills? Yes, for lunch only

Nurses who work with preschool children and their families provide the following services:

- Conduct health screenings (vision, hearing, dental, height, and weight screenings).
- Monitor and follow up on individual child health records.
- Document and communicate with staff and parents about allergies or other health issues.
- Assist in written policies related to health, safety and nutrition.
- Assist parents in locating appropriate medical and health resources, as needed.
- Assist in the development of written emergency procedures.
- Provide health-related training to staff and/or children, as needed.

1. How will nurses be provided for the preschool program? Check all that apply.
  - Nurse(s) employed solely by the district with no other district responsibilities.
  - Nurse(s) employed solely by the district who also have other district responsibilities.
  - Nurse(s) shared with collaborating districts. (List collaborating districts below.)

3. What specific services will nurses provide to preschool children in district, provider and Head Start classrooms (provider and Head Start if relevant), submit the 2017-2018 proposed schedule of health screenings for preschool children?

Please see attached schedule.

4. What health-related family education programs (e.g. nutrition, lead screening, asthma) will be provided in 2017-2018 (submit the 2017-2018 proposed parent education schedule)?

None are planned at this time as we have limited resources.

## FAMILY AND COMMUNITY INVOLVEMENT

Refer to the sections on Family and Community Involvement in *New Jersey Administrative Code 6A:13A*, and Family Services in the *Preschool Program Implementation Guidelines*.

1. What district staff will be responsible for coordinating providing social services and programs to families?

Title	Name	Phone	Email	Other responsibilities
Director of Pupil Services	Meryl Gill	609-387-2200	mgill@beverlycityschool.org	Part-Time, oversees all special education

- List the activities and supports that will be available for parents in the preschool program (attach a schedule, if available).

Behaviorist provides in-home training for some identified students, social worker is part-time, but is the case manager of all preschool students with IEPs and is directly involved in I & RS as it pertains to preschool students. No schedule exists; however, the main objective of the preschool teachers' PLC is to work more actively to get parents/guardians involved.

- Submit a copy of the survey that will be used to plan for meeting the particular needs of the community and families.
- List the names and titles of the members of the school district's Early Childhood Advisory Council). *New Jersey Administrative Code 6A:13A* requires the membership of the council be stakeholders in the community, contracting private providers, Head Start agencies, and parents.

Name	Title
Elizabeth C. Giacobbe	CSA
Kerri Lawler	Director C and I/Parent
Andrea Sanchez Dollard	Parent
Lois Harmon	Parent
Joseph DeLecce	Supervisor/Formal Preschool Teacher
Dorann Foglio	Teacher
Karen Spratt	Teacher
Lisa Scarperia	Teacher

- Please list the projected primary activities of the Early Childhood Advisory Council below.

No activities are planned at this time.

- How often do they meet (i.e. monthly, bi-annually, quarterly etc.)?

Annually or on an as needed basis.

- What method is in place for the council to assess and evaluate their role and work?

There is no method in place at this time as the creation of this group is new for the 2017-2018 school year. We are open to suggestions.

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## CURRICULUM AND ASSESSMENT

Refer to the section on Curriculum and Assessment in *New Jersey Administrative Code 6A:13A*, and in the *Preschool Program Implementation Guidelines*.

1. Which of the following preschool curriculum will the school district adopt or are currently using?

- Creative Curriculum
- Curiosity Corner
- High/Scope
- Tools of the Mind
- Other (Describe)

If the district is proposing another preschool curriculum, submit the program to the NJ Division of Early Childhood Education for review, along with its alignment with the Preschool Teaching and Learning Expectations. No district-developed curricula will be accepted.

2. What is the district's stage in implementing the preschool curriculum?

- 1<sup>st</sup> year – direct training from curriculum trainer/developer
- 2<sup>nd</sup> year – direct training with a coaching focus
- 3<sup>rd</sup> year – direct training with a coaching focus or coach with updates from curriculum trainer
- 4<sup>th</sup> year - coach with updates from curriculum trainer
- 5<sup>th</sup> year - coach with updates from curriculum trainer
- Other (please describe)

This is our 6<sup>th</sup> year implementing Tools. We do have anew teacher who is attending the trainings as if it were year 1.

2. What were the last date curriculum training updates were provided by the curriculum developer(s)? N/A
4. The school district will measure the quality of curriculum implementation in classrooms and determine areas for professional development using which of the following instruments:

Curriculum Specific:

- Fidelity Tool (Creative Curriculum)
- Implementation Self Assessment Guide (Curiosity Corner)
- Preschool Quality Assessment (High/Scope)
- Preschool Teacher Self-Reflection (Tools of the Mind)
- Other (please describe)

Cross Curricula:

- Early Childhood Environmental Rating Scale – Third Edition  
 Other (please describe)

5. What performance-based assessment will the school district use in preschool to inform instruction?

- Teaching Strategies GOLD  
 Child Assessment Tool (Curiosity Corner)  
 Child Observation Record (High/Scope)  
 Work Sampling System (Tools of the Mind)

**Screening: A system of screening is in place. Screening instruments are carefully selected and used appropriately.**

1. The NJ Division of Early Childhood Education recommends use of the Early Screening Inventory–Revised. If the district is planning to use another instrument, please describe below.

We use the Early Screening Inventory-Revised.

2. The NJ Division of Early Childhood Education recommends the following protocol for screening preschool children:

- Screening instruments are administered within the first 6 weeks of school by the child's teacher.
- Screening is used to determine if further evaluation is necessary; it is never used as a sole means of identifying children needing special services or for providing intervention.
- Screening is not used as a pretest/posttest measure.
- Children who fall into the "re-screen" category are screened within the time frame recommended by the screening instrument (usually within six weeks).
- Children, who fall into the "refer" category, or fall below the predetermined cutoff, after parental consent, are referred to the child study team (via written referral) for further, more in-depth evaluation.
- Parents are advised as to the purpose and results of the screening and notified both before and after the screening takes place.

Please describe any deviation from this protocol below.

This is the protocol we have implemented.

**PROFESSIONAL DEVELOPMENT: Instructions for Creating a Preschool Professional Development Plan**

Professional development for preschool programs should be planned and implemented as a comprehensive, multiyear strategy for improvement. The creation of the plan must be a collaborative endeavor. Through a formal needs assessment and through open dialogue with educational staff, targeted professional development can be determined. To optimize its effectiveness, professional development must also have the following qualities:

- Be aligned to the *Standards* and focus on the implementation of the comprehensive preschool curriculum;
- Reflect current research and understanding of best practices for preschool learners and include a long-term vision for preschool through third grade education; and
- Include systematic ongoing training that is based on children's development and adult learning.

Prior to the development of the plan, the educational staff should reflect on past professional development experiences to determine how previous trainings have impacted teaching practices and children's learning outcomes.

Future professional development experiences should be planned using a systematic, multiyear approach to further strengthen, sustain, and/or address a newly identified need. The long-term plan should be revisited periodically and, when necessary be adjusted so that the intended outcomes are achieved in terms of teaching practice and children's learning outcomes. Professional development needs to be evaluated periodically to help plan for positive learning opportunities.

#### *Role of Children's Learning*

Children's learning must be examined when planning for professional development. Administration and educational staff need to examine aggregated data generated from the performance-based assessment used. Based on trends reflected in the data (e.g., missing or low performance areas), professional development should be provided to strengthen teaching practices in those particular areas. Small group sessions for the educational staff to meet to reflect on collected evidence for the performance-based assessment should be built into the school calendar. Time should be set aside for the educational staff to share portfolios and check for reliability in scoring. Differentiated professional development should also be provided for individual classrooms with specific low performance or missing areas in children's learning.

#### *Role of the Results of Structured Classroom Observations*

Summarized and individual results of the administration of structured observation instruments should determine professional development focus areas. Using systematic program observation data as well as curriculum implementation reports to plan for professional development is essential for improving quality. Goals are established for educational staff as a whole as well as individually. Guidance on the use of structured classroom observation instruments can be found in the professional development section of the *Preschool Program Implementation Guidelines*.

#### *Description of Training*

Differentiated training should be provided based on the experience and needs of the educational staff (i.e., new teachers and assistants are provided with an initial training of district's curriculum). Curriculum training for districts in late stages of implementation should be designed for the delivery of updated research and sustaining quality (i.e., classroom visits) with a minor role for curriculum developers.

The professional development offered should include a variety of delivery methods to reach multiple learning styles and maximize adult learning. Techniques to disseminate information include coaching, peer coaching, self-assessment, learning communities, observation and feedback, classroom walk-through's, small and whole group workshops, and modeling. Conference attendance should be limited due to the lack of retention and follow-through support that is associated with this delivery system.

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## PROFESSIONAL DEVELOPMENT

Refer to the section on Professional Development in the *Preschool Program Implementation Guidelines*. (<http://www.state.nj.us/education/ece/guide/impguidelines.pdf>)

1. How will the school district assess the professional development needs of preschool teaching staff?
  - a. Attach a copy of the staff survey that will be used to assess professional development needs.
  - b. Check the classroom evaluation tools (below) that will be administered and summarized to help guide professional development focus areas.

### Curriculum Specific:

- Fidelity Tool (Creative Curriculum)
- Implementation Self Assessment Guide (Curiosity Corner)
- Preschool Quality Assessment (High/Scope)
- Fidelity Checklist (Tools of the Mind)
- Other (please describe)

### Cross Curricula:

- Early Childhood Environmental Rating Scale – Third Edition
- CLASS
- Supports for Early Literacy Assessment
- Preschool Classroom Mathematics Inventory
- Classroom Assessment Scoring System
- Other (please describe)

2. Is your district enrolled in Grow NJ Kids, New Jersey's Quality Rating and Improvement System? If not, please explain. Enrollment forms can be found at [www.GrowNJKids.com](http://www.GrowNJKids.com) or you can contact your district liaison for additional information.

We are not enrolled in the Grow NJ Kids as we were not aware this was a requirement. When I looked into registering, it seems a bit arduous at the time while also trying to complete this plan and the added responsibilities that administrators of small districts are required to complete. That being said, I will have my preschool team further investigate and see if it is worthwhile for them.



- For the 2017-2018 school year, list professional development topics, expected attendees, possible dates for training sessions, trainers' names, and estimated costs associated with each training session. Professional development should focus on curriculum and assessment, and address identified district's needs (i.e., diversity, inclusion/special education, challenging behavior and supports for specialized populations -e.g. English language learners, migrant, homeless and military families). Describe professional development activities for both teaching (teachers and teacher assistants) and non teaching staff (master teachers, principals, nurses, supervisors, preschool intervention and referral team).

### 2017-2018 Professional Development Plan

Topic	Attendees	Dates	Trainer(s)	Cost
Family and community involvement	Preschool teachers and paraprofessionals	2017-2018	PLC, Teacher Academies, Administrators	TBD
Transitioning in to Kindergarten	Preschool teachers and paraprofessionals	2017-2018	PLC, Teacher Academies, Administrators	TBD
Classroom management	Preschool teachers and paraprofessionals	2017-2018	PLC, Teacher Academies, Administrators	TBD
Differentiating Instruction	Preschool teachers and paraprofessionals	2017-2018	PLC, Teacher Academies, Administrators	TBD
Emergent literacy	Preschool teachers and paraprofessionals	2017-2018	PLC, Teacher Academies, Administrators	TBD
Promoting social competence and problem solving skills	Preschool teachers and paraprofessionals	2017-2018	PLC, Teacher Academies, Administrators	TBD
Evaluating existing program and make adjustments as identified	Preschool teachers and paraprofessionals	2017-2018	PLC, Teacher Academies, Administrators	TBD

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### SUPPORTING ENGLISH LANGUAGE LEARNERS

Refer to the section on Supporting English Language Learners in the *Preschool Program Implementation Guidelines* (<http://www.state.nj.us/education/ece/guide/impguidelines.pdf>). Note that the optimal model for enhancing the learning and development of English language learners is through the support of both home language and English. Bilingual and dual language classrooms are optimal.

- How many children based on the Home Language Survey speak a language other than English at home? ONE

2. Of this amount how many students' based on teacher observation seem to have difficulty communicating in English? None at this time.
3. How many bilingual preschool teachers will be employed in 2017-2018? None.
4. What language(s) do they support? N/A
5. How many bilingual preschool assistants will be employed in 2017-2018? None.
6. What language(s) do they support? N/A
7. How many preschool classrooms do not have a bilingual teacher or assistant? Three (3).
8. What is the name and title of the person(s) responsible for making decisions about serving preschool ELLs in the district?

Elizabeth Giacobbe, Superintendent  
Jodi Gottlieb, ESL Teacher

9. List the primary strategies the district will use to ensure that English language learners receive needed supports in preschool classrooms below. Language proficiency screening tools are not appropriate for making placement decisions about 3- and 4-year-olds.

N/A

10. Indicate professional development to support teachers of English language learners in the Professional Development portion of this plan.

N/A

11. What types of services are provided by the preschool master teacher or coach (IF RELEVANT)?

N/A

12. If your district does not have a master teacher specializing in ELL, how are services provided to support preschool ELL children?

N/A

13. How are families of ELL preschool children supported?

We currently only have one family, but they are fluent in English as well.

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## PROGRAM EVALUATION

Refer to the sections on Program Evaluation in *New Jersey Administrative Code 6A:13A* and the *Preschool Program Implementation Guidelines*.

The school district is encouraged to use an annual self-assessment to assess the status of its preschool program, using a protocol developed by the department. This detailed self-assessment of the district's preschool program is used to inform the Three-year preschool program plan and annual updates.

Use the checklists below to indicate the classroom and program evaluation tool(s) that will be used to inform the assessment and improvement process.

### Classroom Evaluation Instruments:

- Creative Curriculum's Implementation Checklist
- Curiosity Corner's Implementation Self Assessment Guide
- High/Scope's Preschool Quality Assessment
- Tools of the Mind's Fidelity Checklist
- Early Childhood Environmental Rating Scale – Third Edition
- Supports for Early Literacy Assessment
- Preschool Classroom Mathematics Inventory
- Other (please describe)

### Program Evaluation Tools:

- Parent surveys
- Staff surveys
- Administrator surveys
- Center director surveys
- Other (please describe)

How will the results be summarized and used:

As part of our Professional Learning Community and through the implementation of Teacher Academies, the staff will develop surveys to evaluate the program. These will be disseminated to staff, administrators, and parents/families. The surveys will be collected and the data will be compiled. The data will be analyzed, discussed and used to guide further development through trainings, professional development, self-study, etc. This will be done annually to ensure we are meeting the diverse needs of our young learners.

## TRANSITION

Refer to the section on Transition in *New Jersey Administrative Code 6A:13A*, and in the *Preschool Program Implementation Guidelines*.

1. What methods will be used to communicate to receiving teachers about children with disabilities transitioning from early intervention programs to preschool and all children transitioning from preschool to kindergarten?

Pre planning meetings will occur with the CST team, parent, etc.

2. All school districts should have a transition team. Which positions will make up the district's team?

Name	Title
Joanne Mills	Social Worker
Chelsea Potts	School Psychologist
Elizabeth Giacobbe	CSA
Meryl Gill	Director of Pupil Services
Karen Spratt	Preschool Teacher
Dorann Foglio	Preschool Teacher
Lisa Scarperia	Preschool Teacher
Kerri Lawler	Director of C and I

3. How often do they meet?

On an as needed basis, but at least annually.

4. What strategies will be in place for preschool and kindergarten alignment of curriculum, standards, assessment, and professional development?

As part of our transition, we provide opportunities for articulation through the use of PLCs, Teacher Academy meetings and at least bi-annual articulation meetings.

5. List projected transition activities for teaching staff, children and families for each of the categories below.

**From early intervention to preschool:**

CST in-take meetings, ESY (if applicable)

**From home to preschool:**

We have no transitions in place as we have part-time, limited staff in the summer months.

**From preschool to kindergarten:**

As part of our transition, we provide opportunities for articulation through the use of PLCs, Teacher Academy meetings and at least bi-annual articulation meetings.

**From kindergarten to third grade:**

As part of our transition, we provide opportunities for articulation through the use of PLCs, Teacher Academy meetings and at least bi-annual articulation meetings.

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New Jersey Department of Education  
Division of Early Childhood Education

**DISTRICT BUDGET PLANNING WORKBOOK INSTRUCTIONS  
SCHOOL YEAR 2017-2018**

**For school districts formerly**

**Submission Instructions:**

An electronic copy (i.e., **USB flash drive**) of the completed 2017-2018 District Budget Planning Workbook and Three-Year Preschool Program Plan must be submitted on or before March 1, 2017 along with **two** paper copies and mailed to the New Jersey State Department of Education, Division of Early Childhood Education, 100 Riverview Plaza, P.O. Box 500, Trenton, NJ 08625-0500. An additional paper copy must also be sent to the executive county superintendent. The Budget Planning Workbook must be submitted in Excel format. Districts will be asked to resubmit Workbooks submitted in PDF format.

Using the instructions below, please complete the Microsoft Excel file entitled, "2017-18 District Budget Planning Workbook." Use the District Budget Planning Workbook tables and schedule to inform the program components of the preschool plan.

**2017-18 Table 1: Current and Projected Preschool Enrollment**

Select your county and district name from the drop-down list. The spreadsheet will automatically fill in your projected universe of at-risk eligible children.

Enter enrollment information according to the directions printed on the table. Current enrollment numbers must match the district's October 15, 2016 ASSA enrollment count. Classrooms cannot be budgeted for greater than 18 enrolled students for former ECPA districts and not greater than 20 enrolled students for former ELLI districts. Enrollment projections must be based upon reachable targets.

All students with Individualized Education Plans (IEPs) must be carefully accounted for and reported where indicated on Table 1. This includes classified students in district-operated programs, Head Start, and other private provider settings regardless of whether the students are in self-contained or regular education classroom settings. This also includes classified students being served in out-of-district placements. Children with IEPs, whether served in self-contained preschool disabled classrooms, regular education classrooms, or in out-of-district placements are not funded by Preschool Education Aid (PEA).

PEA should first be used to fund general education children who are eligible for free or reduced price lunch. If funds are available, they can then be used for children who are not eligible for free or reduced lunch. Districts should determine the total number of children it can serve using PEA, and identify children to receive free, state-funded preschool slots. The district may then charge tuition to any additional children served. PEA-funded children and tuition-funded children should be recorded separately in the district's enrollment projections for 2017-18.

**For district's contracting with private providers**, please note that it is not necessary to capture all tuition-funded children in a private providers' setting. It is only necessary to reflect the number of tuition-funded children who are registered with the district and therefore included in the district-operated preschool program.

### **2017-18 Table 2: Current and Projected Capacity**

For both current (2016-17) and projected (2017-18) classrooms, list each preschool classroom in each school or provider serving preschool students. Next, list the corresponding number of half- or full-day students in each classroom. The numbers entered must match the totals listed on Table 1. Check the messages at the bottom of the form to confirm that the current and projected enrollments entered on Table 2 match those entered on Table 1. If a "check table" message appears at the bottom of Table 2, please reexamine the numbers on both Table 1 and Table 2 for accuracy and consistency.

### **2017-18 Table 4: Teacher Education, Credentials, and Experience**

Districts must maintain updated records and documentation of the education and credentials for each preschool teacher in classrooms serving eligible preschool children, whether he/she teaches in a district-operated or contracted private provider classroom. Documentation must be on file with the district verifying the education and credentials of each teacher. This information must also be used to determine accurate salary levels based on district policy. Salary steps listed on Table 4 must match the steps listed on Schedule A.

Enter information on current education, certification, and salary step for each teacher in a classroom serving eligible preschool children (including those in provider settings) as of October 15, 2016. Include only teachers responsible for delivering the primary educational program in each classroom. The number of teachers listed on Table 4 must match the number of projected classrooms listed on Table 2. Additional lines may be added. If applicable, include any positions for 2016-17 that are unfilled at the time of budget submission by entering "To be hired" in place of the teacher's name. **Do not** include teacher aides or assistants, substitute teachers, master teachers, group teachers who do not teach in the classroom, special education teachers mandated by a child's IEP, relief teachers, or specialists (for art, music, physical education, etc.). Except where noted, enter the number "1" if the box applies to the teacher.

Select only one box under the "Highest Level of Education Attained" section for each teacher (i.e. select only BA/BS or Master's Degree or Doctoral Degree).

Select all boxes applicable as of October 15, 2016 for each teacher under the "Credentials and Certification" section (i.e. do not select CE or CEAS if the teacher already has a P-3).

Under "Foreign Language Proficiency," enter the following codes if the teacher is fully fluent and literate in a foreign language: 1=Spanish, 2=Korean, 3=Portuguese, 4=Creole (Haitian), 5=Arabic, 6=Gujarati, 7=Chinese, 8=Other.

Foreign degrees/certification cannot be counted on this form unless they have been translated and accepted.

### **2017-18 Table 4a: Teacher Assistant Education, Credentials, and Experience**

Districts must maintain updated records and documentation of the education and credentials for each preschool teacher assistant employed in district-operated or contracted private provider classrooms. Documentation must be on file with the district verifying the education and credentials of each teacher assistant. This information must be used to determine accurate salary levels based on district policy. Salary steps (when used by districts for teacher assistants) listed on Table 4a must match those listed on Schedule A.

Enter information on the current education, certification, and salary step for each teacher assistant in a classroom serving eligible preschool children (including those in provider settings) as of October 15, 2016. The number of teacher assistants listed on Table 4 must match the number of projected classrooms listed on Table 2. Additional lines may be added.

If applicable, please include any positions for 2017-18 that are unfilled at the time of budget submission by entering "To be hired" in place of the teacher assistant's name. Do not include substitute teachers, master teachers, group teachers, teacher assistants mandated by a child's IEP, or specialists (for art, music, physical education, etc.). Except where noted, enter the number "1" if the box applies to the teacher assistant.

Select only one box under the "Highest Level of Education Attained" section for each teacher assistant (i.e. select only High School Diploma or Associate's Degree or BA/BS).

Complete all areas applicable as of October 15, 2016 for each teacher assistant under the "Credentials and Certification" section.

Under "Foreign Language Proficiency," enter the following codes if the teacher is fully fluent and literate in a foreign language: 1=Spanish, 2=Korean, 3=Portuguese, 4=Creole (Haitian), 5=Arabic, 6=Gujarati, 7=Chinese, 8=Other.

Foreign degrees/certification cannot be counted on this form unless they have been translated and accepted.

### **2017-18 Schedule A: District Personnel Detail**

Districts must use this form to itemize salaries, benefits, and salary steps (where applicable) for all educational program and administrative/support positions working with the preschool program in 2017-18. Enter the employee name, job title, salary, and benefits for 2016-17 and 2017-18 for each position. Use the Full Time Equivalent (FTE) column to indicate the portion of each person's time dedicated to the preschool program. Do not include employees from 2016-17 who will not be employed in 2017-18. If applicable, include any positions for 2017-18 that are



unfiled at the time of budget submission by entering “To be hired” in place of the employee’s name.

Select “yes” or “no” from the drop down box to indicate whether or not the district has a settled teachers’ salary contract for 2017-18.

### **2017-18 District Budget Planning Worksheet**

The district’s name and county will enter automatically based on the information provided on Table 1. Based on projected enrollment entered on Table 1, the district’s 2017-18 projected enrollment for general education students will appear at the top of the budget worksheet along with any projected tuition-pay preschoolers the district expects to serve.

In the section marked “2017-18 Projected Funding”, first enter the district’s 2017-18 PEA amount and any carryover funds the district plans to use in the 2017-18 school year. Next, enter any estimated General Funds the district plans to use for preschool in the 2017-18 school year and any estimated Other Funds the district plans to use. If the district is planning to enroll any children on a tuition basis, an estimate of that tuition must be included in the Other Funds section.

**\*At this time, we are recommending that districts budget using their 2016-17 PEA amount as a placeholder until official PEA amounts for the 2017-18 school year are made available.**

### **BUDGET LINE ITEMS**

In the line items described below, indicate the amount of PEA, general, and other funds that will be used to operate the district’s preschool program for general education preschoolers in the 2017-18 school year. Separate budget worksheets are not necessary for different age groups or lengths of day – the entire general education program should be captured on one budget worksheet.

The totals in each column must match the dollar amounts entered at the top of the worksheet. If column totals do not match the dollar amounts entered, an error message will appear.

### **INSTRUCTION**

#### **Salaries of Teachers (20-218-100-101)**

Allocate funds for teacher salaries, relief teacher salaries, teacher stipends for professional development, and stipends for substitute teachers on the line, “Salaries of Teachers.”

#### **Teacher Salaries**

The district must provide one certified/provisional teacher for each district classroom. Salaries and benefits must be determined by the district’s established policies and unique circumstances. Projected class sizes may not be greater than 18 children for former ECPA districts and not greater than 20 for former ELLI districts.

#### **Teacher Stipends for Professional Development**

Funds for teacher stipends for participation in professional development activities must include all teachers in district, Head Start, and other private provider programs, where applicable.

### Substitute Teachers

Funds allocated for substitute teachers must reflect the district's established policies.

### Other Salaries for Instruction (20-218-100-106)

Allocate funds for teacher assistant salaries and stipends for substitute teacher assistants on the line, "Other Salaries for Instruction."

### Teacher Assistant Salaries

The district must provide one teacher assistant for each district classroom. Salaries must be determined by the district's established policies and unique circumstances.

### Teacher Assistant Stipends for Professional Development

Funds for teacher assistant stipends for participation in professional development activities must include all assistants in district, Head Start, and other private provider programs, where applicable. However, stipends for provider/Head Start teacher assistants may alternatively be included on the line "Other Purchased Professional - Education Services."

### Substitute Teacher Assistants

Funds allocated for substitute teacher assistants must reflect the district's established policies.

### Unused Vacation Payment to Terminated/Retired Staff (20-218-100-199)

Prior to 2016-17, payments made to terminated or retired employees for unused vacation time made pursuant to contractual terms were budgeted and recorded in existing salary lines. Normal severance costs are payments (but not accruals) to separating employees for termination benefits and/or unused leave associated with normal turnover. Payments for unused vacation time under normal severance will now be budgeted and recorded in new salary lines using new object code 199. To facilitate the new coding, new lines have been added for the appropriation of these payments when the amount to actually be paid during the fiscal year is known, or reasonably estimable, at budget time. Actual payments made during the year are to be posted to the new object code, 199. The addition of the new lines facilitates greater transparency in budgeting and reporting. The new lines are also necessary for the department to comply with directives issued by the USDOE regarding the computation of Indirect Cost rates.

Note that if the unused vacation time payments are made as part of a mass severance package offered to a group of employees under certain programs approved by the State, those payments are budgeted and recorded on new line number 71226, account 11-000-291-298; not on the individual program lines. Abnormal or mass severance costs are payments associated with "mass or abnormal severance" e.g. ERIP (Early Retirement Incentive Programs) and are posted (in accordance with the NJ Minimum Chart of Accounts) as ERIP payments - an employee benefit cost – ERIP contribution.

### Purchased Professional and Educational Services (20-218-100-321)

Allocate funds for purchased professional services supporting the instructional program on the line, "Purchased Professional and Educational Services." Funding for contracted (outsourced) teacher assistants should be included in this line.

Other Purchased Services (20-218-100-500)

Allocate funds for field trips (excluding transportation) on the line, “Other Purchased Services.” Field trips should be educationally based and consistent with the district’s approved preschool curriculum. Districts should keep in mind that many appropriate field trips do not require fees or transportation. Funding for transportation needed for field trips should be allocated on the line “Contracted Services (Field Trips).”

Tuition to Other LEA’s within the State - Regular (20-218-100-561)

Allocate any funds for tuition paid to other LEA’s on the line, “Tuition to Other LEA’s within the State – Regular.” Funds should only be allocated on this line if the district will send resident eligible preschool students to another LEA through a Department-approved written agreement.

Supplies and Materials (20-218-100-600)

Allocate funds for classroom materials and supplies on the line, “Supplies and Materials”. This allocation may include all instructional materials and supplies to be used for the preschool program as well as any consumable materials and supplies for other staff who work directly with children in the classroom. If the district plans to withhold funding from contracting providers to purchase certain items, those withheld funds must be included in this line.

Other Objects (20-218-100-800)

Allocate any funds for goods and services not classified above on the line, “Other Objects.”

**SUPPORT SERVICES**

Salaries of Supervisors of Instruction (20-218-200-102)

Allocate salaries for in-district preschool administrative positions on the line, “Salaries of Supervisors of Instruction.” The district board of education must designate an in-district administrative position or positions to oversee the preschool program. Early childhood administrator salaries must reflect the district’s established policies.

Salaries of Principals/Assistant Principals/Program Directors (20-218-200-103)

Allocate salaries for principals and assistant principals in stand-alone early childhood education centers and schools on the line, “Salaries of Principals/Assistant Principals/Program Directors.” Principal/assistant principal salaries must reflect the district’s established policies.

Salaries of other Professional Staff (20-218-200-104)

Allocate salaries for nurses, any preschool intervention and referral team (PIRT) members and social workers on the line, “Salaries of other Professional Staff.” These salaries must reflect the district’s established policies.

Salaries of Secretarial & Clerical Assistants (20-218-200-105)

Allocate salaries for all secretarial/clerical assistants on the line, “Salaries of Secretarial & Clerical Assistants.” Salaries must reflect the district’s established policies.

Other Salaries (20-218-200-110)

Allocate salaries for any custodians and security guards on the line, “Other Salaries.”

Custodian

Custodians are recommended at a ratio of one for every six preschool classrooms in a stand-alone early childhood education center or school. Custodians' salaries must reflect the district's established policies.

#### Security Guard

Security guards are recommended at a ratio of one for each stand-alone early childhood education center or school. Security guards' salaries must reflect the district's established policies.

#### Family/Parent Liaison (20-218-200-173)

Allocate salaries for a community and parent involvement specialists (CPIS) on the line, "Family/Parent Liaison." Salaries must reflect the district's established policies. The district may combine this position with another position.

#### Facilitator/Coach (20-218-200-176)

Allocate salaries for any preschool master teachers on the line, "Facilitator/Coach." Salaries must reflect the district's established policies.

The district may combine the preschool master teacher position with another in-district position. Alternatively, districts may collaborate with one or more school district(s) to share the services of a master teacher, or contract with a county or regional educational services commission for master teacher services where the county or regional educational services commission is approved by the State Board to do so.

#### Unused Vacation Payment to Terminated/Retired Staff (20-218-200-199)

Prior to 2016-17, payments made to terminated or retired employees for unused vacation time made pursuant to contractual terms were budgeted and recorded in existing salary lines. Normal severance costs are payments (but not accruals) to separating employees for termination benefits and/or unused leave associated with normal turnover. Payments for unused vacation time under normal severance will now be budgeted and recorded in new salary lines using new object code 199. To facilitate the new coding, new lines have been added for the appropriation of these payments when the amount to actually be paid during the fiscal year is known, or reasonably estimable, at budget time. Actual payments made during the year are to be posted to the new object code, 199. The addition of the new lines facilitates greater transparency in budgeting and reporting. The new lines are also necessary for the department to comply with directives issued by the USDOE regarding the computation of Indirect Cost rates.

Note that if the unused vacation time payments are made as part of a mass severance package offered to a group of employees under certain programs approved by the State, those payments are budgeted and recorded on new line number 71226, account 11-000-291-298; not on the individual program lines. Abnormal or mass severance costs are payments associated with "mass or abnormal severance" e.g. ERIP (Early Retirement Incentive Programs) and are posted (in accordance with the NJ Minimum Chart of Accounts) as ERIP payments - an employee benefit cost – ERIP contribution.

#### Personnel Services – Employee Benefits (20-218-200-200)

Allocate funds for district early childhood employee benefits on the line, "Personnel Services – Employee Benefits." Benefits must reflect the district's established policies and match what is listed on Schedule A.

Purchased Educational Services - Contracted Pre-K (20-218-200-321) and/or Head Start (20-218-200-325)

If applicable, total funding to be allocated to contracting Head Start and/or other private provider agencies must be allocated on the lines, "Purchased Educational Services - Contracted Pre-K" and/or "Purchased Educational Services - Contracted Head Start".

School districts may choose to purchase certain items for contracting private providers. Such items might include classroom materials and supplies, educational technology, playground equipment, substitute teacher services, and field trips. The district must subtract the amounts for district-purchased items from the provider's total budget planning worksheet, holding these amounts at the district level to purchase the required items for the provider. If a district chooses to withhold funding from providers, the total amount indicated in these lines must not include that funding. Districts must include those funds in line "Supplies and Materials."

The district should work with providers to develop a Provider One-Year Budget Planning Workbook reflecting the projected cost of delivering the preschool program meeting all state standards. The workbook template is available on the Department's website.

Other Purchased Professional - Education Services (20-218-200-329)

Funds for professional development and parent workshops must be allocated on the line, "Other Purchased Professional - Education Services."

Funds may be allocated for all district staff to receive district-wide staff development. However, this professional development may also include all teachers and all assistants in district, Head Start, and other private provider programs, where applicable. Funds should support consultant fees, materials and supplies, etc. Participant stipends for teacher and teacher assistants should be allocated on the lines, "Salaries of Teachers" and "Other Salaries for Instruction," respectively.

Funds for out-of-district staff development may include registration fees for principals, vice-principals, assistant superintendents, directors, supervisors, and master teachers. Travel costs for out-of-district staff development must be allocated on the line, "Travel."

Funds for parent workshops are meant to support district-wide parent nights, events at individual schools and centers, parent education workshops and classes, etc. Parent involvement activities should include families across the entire preschool program, including those served in contracting Head Start agencies and other private providers. Funds for parent workshops may also be allocated on the lines, "Other Purchased Professional Services" and "Supplies and Materials."

Other Purchased Professional Services (20-218-200-330)

Funds for medical supplies and screenings may be allocated on the line, "Other Purchased Professional Services." Funds for medical supplies and screenings should be used to support vision, hearing, and dental screenings, as well as district-wide supplies for district Early Childhood Education nurses. However, the preschool program is not meant to completely fund comprehensive medical services. Districts should collaborate with other appropriate agencies and organizations in their communities to utilize resources for child health and developmental screenings, such as Medicaid and FamilyCare.

Funds for parent workshops may also be allocated on this line.

Cleaning, Repair and Maintenance Services (20-218-200-420)

Funds for contracted services for security guard and/or custodial services should be allocated on the line, "Cleaning, Repair and Maintenance Services."

Rentals (20-218-200-440)

Funds for rental of space or office equipment should be allocated on the line, "Rentals."

Contracted Services - Transportation (Between Home & School) (20-218-200-511)

Districts may choose to allocate preschool education aid funds on the line, "Contracted Services - Transportation (Between Home & School)" for preschoolers who are not already included in the districts calculation of state aid for transportation.

Contracted Services (Field Trips) (20-218-200-516)

Funding for transportation needed for field trips may be allocated on the line, "Contracted Services (Field Trips)."

Travel (20-218-200-580)

Travel and accommodations for district staff development may be allocated in the line "Travel." Travel reimbursement costs for staff that routinely travel within the district as a part of their job responsibilities must also be included in this line.

Miscellaneous Purchased Services (20-218-200-590)

Interdistrict payments other than tuition and transportation should be reported in the line "Miscellaneous Purchased Services."

Supplies and Materials (20-218-200-600)

Office supplies and equipment (fax machines, office computers, office printers, office software, etc.) may be allocated on the line, "Supplies and Materials." Supplies for professional development workshops, parent workshops, medical screenings, and recruitment and outreach may also be included in this line.

Other Objects (20-218-200-800)

Funding for other recruitment and outreach expenses (e.g. newspaper advertisements) should be allocated on the line, "Other Objects." Allocations for goods and services not classified above may also be included on this line.

**FACILITIES ACQUISITION and CONSTRUCTION SERVICES**

Instructional Equipment (20-218-400-731)

Funds for classroom technology and furniture may be allocated on the line, "Instructional Equipment." Any funds for playground equipment must be included in this line.

Non-Instructional Equipment (20-218-400-732)

Funds for furniture and equipment not meant for use in the classroom should be allocated on the line, "Non-Instructional Equipment".

**TABLE 1: Current and Projected Preschool Enrollment**

Directions -- Please read before completing the form.

1. Select your district name from the drop-down list. The spreadsheet will automatically fill-in your projected universe of eligible children.
2. Fill-in the remaining current and projected enrollment information below. Under "2016-17 Actual Enrollment," enter your actual enrollment numbers submitted to the Department in October 15, 2016. The totals and percentages below each table will calculate automatically.
3. Each row represents a mutually exclusive category. Do not count any child on more than one line, or an overcount will result.
4. Each child must be listed as either receiving a half-day education program or a full-day education program.
5. Only special education students who receive their entire instructional program in an inclusive environment should be listed under "Classified special education children in regular education classrooms (full-time only)."
6. Special education students who receive services exclusively in an out-of-district placement need not be counted on this form.

District Name:

Total Universe of Eligible Preschoolers	82
2017-18 Projected Three-Year-Old Universe	41
2017-18 Projected Four-Year-Old Universe	41

**2016-17 ACTUAL ENROLLMENT (10/15/2016)**

	Three-Year-Olds		Four-Year-Olds	
	Half-Day Program	Full-Day Program	Half-Day Program	Full-Day Program
<b>In-District Programs</b>				
General education children in general education classrooms		7		28
Classified special education children in general education classrooms (full-time only)		1		5
Classified special education children in self-contained preschool disabled classrooms				
Classified special education children in out-of-district placements				
<b>Contracted Head Start Programs</b>				
General education children in general education classrooms				
Classified special education children in general education classrooms (full-time only)				
<b>Other Contracted Private Provider Programs</b>				
General education children in general education classrooms				
Classified special education children in general education classrooms (full-time only)				
Classified special education children in self-contained preschool disabled classrooms				
<b>Total Current Enrollment</b>	-	8	-	33
<b>Total Projected General Education Enrollment</b>		7		28
<b>Universe of Eligible General Education Children</b>		82		
<b>Proportion of Universe Served</b>		42.7%		

**2017-18 PROJECTED ENROLLMENT**

	Three-Year-Olds		Four-Year-Olds	
	Half-Day Program	Full-Day Program	Half-Day Program	Full-Day Program
<b>In-District Programs</b>				
General education children in general education classrooms (PEA Funded)		10		31
Classified special education children in regular education classrooms (full-time only)		2		5
Classified special education children in self-contained preschool disabled classrooms				
Classified special education children in out-of-district placements				
Preschoolers in tuition-paid slots				
<b>Contracted Head Start Programs</b>				
General education children in general education classrooms (PEA Funded)				
Classified special education children in general education classrooms (full-time only)				
<b>Other Contracted Private Provider Programs</b>				
General education children in general education classrooms (PEA Funded)				
Classified special education children in general education classrooms (full-time only)				
Classified special education children in self-contained preschool disabled classrooms				
Preschoolers in tuition-paid slots (part of district program)				
<b>Total Projected Enrollment (All Children)</b>	-	12	-	36
<b>Total Projected General Education Enrollment (PEA Funded Children)</b>		10		31
<b>Universe of Eligible General Education Children</b>		82		
<b>Proportion of Universe Served</b>		50.0%		













New Jersey Department of Education  
Office of Early Childhood Education

Early Childhood Program Aid  
2017-18 Former ECPA/ELLI DISTRICT BUDGET STATEMENT

District: Burlington County, Beverly City

**2017-18 PROJECTED GENERAL EDUCATION PRESCHOOL ENROLLMENT (PEA-Funded Children):**

Preschool Three-Year-Olds Half-Day	0
Preschool Three-Year-Olds Full-Day	10
Preschool Four-Year-Olds Half-Day	0
Preschool Four-Year-Olds Full-Day	31

**2017-18 PROJECTED PRESCHOOL ENROLLMENT (Tuition-Funded Children):**

Preschool Half-Day	0
Preschool Full-Day	0

**2017-18 PROJECTED FUNDING**

2016-17 Preschool Education Aid (PEA)	\$252,385
Available PEA Carryover	
2016-17 General Funds used for Preschool	
2016-17 Estimated Other Funds (Including Tuition)	

EXPENDITURE CATEGORY	FUNCTION/ OBJECT CODES	PEA (Including any estimated PEA Carryover) 2017-18	GENERAL FUND 2017-18	OTHER FUNDS (Including Tuition) 2017-18
<b>INSTRUCTION</b>	<b>20-218-100-</b>			
Salaries of Teachers	100-101	\$200,923		
Other Salaries for Instruction	100-106			
Unused Vacation Payment to Terminated/Retired Staff	100-199			
Purchased Professional and Educational Services	100-321			
Other Pur. Serv. (400-500)	100-500			
Tuition to Other LEA's within the State - Regular	100-561			
Supplies and Materials	100-600			
Other Objects	100-800			
<b>SUBTOTAL INSTRUCTION</b>		<b>\$200,923</b>	<b>\$0</b>	<b>\$0</b>
<b>SUPPORT SERVICES</b>	<b>20-218-200-</b>			
Sal. of Supervisors of Instr.	200-102			
Sal. of Principals/Asst. Principals/Program Directors	200-103			
Sal. of other Professional Staff	200-104			
Sal. of Secretarial & Clerical Assistants	200-105			
Other Salaries	200-110			
Family/Parent Liaison	200-173			
Facilitator/Coach	200-176			
Unused Vacation Payment to Terminated/Retired Staff	100-199			
Personnel Serv.-benefits	200-200	\$51,462		
Purchased Prof.-Ed. Services - Contracted Pre-k	200-321			
Purchased Prof.-Ed. Services - Head Start	200-325			
Other Purchased Prof.-Educational Services	200-329			
Other Purchased Prof. Services	200-330			
Cleaning, Repair and Maintenance Services	200-420			
Rentals	200-440			
Contracted Services - Transp (Btw Home & Sch.)	200-511			
Contr Trans Serv (Field Trips)	200-516			
Travel	200-580			
Miscellaneous Purchased Services	200-590			
Supplies and Materials	200-600			
Other Objects	200-800			
<b>SUBTOTAL – SUP. SERV.</b>		<b>\$51,462</b>	<b>\$0</b>	<b>\$0</b>
<b>FACILITIES ACQ. CONSTR. SERVICES</b>	<b>20-218-400-</b>			
Instructional Equipment	400-731			
NonInstructional Equipment	400-732			
<b>SUBTOTAL – FAC. ACQ. &amp; CONSTRUCTION</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL</b>		<b>\$252,385</b>	<b>\$0</b>	<b>\$0</b>

\$0



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[See POLICY ALERT Nos. 95, 101, 104, 108, 112, 119, 129, 132,  
138, 146, 150, 158, 159, 185 and 211]

## 2460 SPECIAL EDUCATION

The Beverly City Board of Education assures compliance with Part B of the Individuals with Disabilities Education Act (IDEA) and the New Jersey Administrative Code 6A:14-1 et seq. Furthermore, the Board will have programs and procedures in effect to ensure the following:

1. All students with disabilities, who are in need of special education and related services, including students with disabilities attending nonpublic schools, regardless of the severity of their disabilities, are located, identified, and evaluated according to N.J.A.C. 6A:14-3.3.
2. Homeless students are located, identified, and evaluated according to N.J.A.C. 6A:14-3.3, and are provided special education and related services in accordance with the IDEA, including the appointment of a surrogate parent for unaccompanied homeless youths as defined in 42 U.S.C. §§11431 et seq.
3. Students with disabilities are evaluated according to N.J.A.C. 6A:14-2.5 and 3.4.
4. An Individualized Education Program (IEP) is developed, reviewed and as appropriate, revised according to N.J.A.C. 6A:14-3.6 and 3.7.
5. To the maximum extent appropriate, students with disabilities are educated in the least restrictive environment according to N.J.A.C. 6A:14-4.2.
6. Students with disabilities are included in State-wide and district-wide assessment programs with appropriate accommodations, where necessary according to N.J.A.C. 6A:14-4.10. All students with disabilities will participate in State-wide assessments or the applicable ~~a~~Alternative Proficiency ~~a~~Assessment in grades three, four, five, six, seven, eight, and **high school in the applicable courses eleven in accordance with their assigned grade level.**



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7. Students with disabilities are afforded procedural safeguards required by N.J.A.C. 6A:14-2.1 et seq., including appointment of a surrogate parent **as set forth in N.J.A.C. 6A:14-2.2 and Policy 2467**, when appropriate.
8. **The rules set forth in N.J.A.C. 6A:14 ensure a** free appropriate public education is available to all students with disabilities between the ages of three and twenty-one, including students with disabilities who have been suspended or expelled from school:
  - a. The obligation to make a free, appropriate public education available to each eligible student begins no later than the student's third birthday and that an individualized education program (IEP) is in effect for the student by that date;
  - b. If a child's third birthday occurs during the summer, the child's IEP Team shall determine the date when services under the IEP will begin;
  - c. A free appropriate public education is available to any student with a disability who **needs is eligible for** special education and related services, even though the student is advancing from grade to grade;
  - d. The services and placement needed by each student with a disability to receive a free, appropriate public education are based on the student's unique needs and not on the student's disability; and
  - e. The services and placement needed by each student with a disability to receive a free, appropriate public education are provided in appropriate educational settings as close to the student's home as possible and, when the IEP does not describe specific restrictions, the student is educated in the school he or she would attend if not a student with a disability.





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9. Children with disabilities participating in early intervention programs assisted under IDEA Part C who will participate in preschool programs under N.J.A.C. 6A:14 will experience a smooth transition and have an IEP developed and implemented according to N.J.A.C. 6A:14-3.3(e) and N.J.A.C. 6A:14-3.7.
10. Full educational opportunity to all students with disabilities is provided.
11. The compilation, maintenance, access to, and confidentiality of student records are in accordance with N.J.A.C. 6A:32-7.
12. Provision is made for the participation of students with disabilities who are placed by their parent(s) in nonpublic schools according to N.J.A.C. 6A:14-6.1 and 6.2.
13. Students with disabilities who are placed in private schools by the district Board are provided special education and related services at no cost to their parent(s) according to N.J.A.C. 6A:14-1.1(d) and N.J.A.C. 6A:14-7.5(b)3.
14. All personnel serving students with disabilities are highly qualified and appropriately certified and licensed, where a license is required, in accordance with State and Federal law, **pursuant to N.J.A.C. 6A:14-1.2(b)13**.
15. **Pursuant to N.J.A.C. 6A:14-1.2(b)4**, tThe in-service training needs for professional and paraprofessional staff who provide special education, general education or related services are identified; and that appropriate in-service training is provided. The district Board shall maintain information to demonstrate its efforts to:
  - a. Prepare general and special education personnel with content knowledge and collaborative skills needed to meet the needs of children with disabilities;
  - b. Enhance the ability of teachers and others to use strategies, such as behavioral interventions, to address the conduct of students with disabilities that impedes the learning of students with disabilities and others;



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- c. Acquire and disseminate to teachers, administrators, school Board members, and related services personnel, significant knowledge derived from educational research and other sources and how the district will, if appropriate, adopt promising practices, materials and technology;
  - d. Ensure that the in-service training is integrated to the maximum extent possible with other professional development activities; and
  - e. Provide for joint training activities of parent(s) and special education, related services and general education personnel.
16. Instructional materials will be provided to blind or print-disabled students in a timely manner, **consistent with a plan developed by the district.**
17. For students with disabilities who are potentially eligible to receive services from the Division of Developmental Disabilities in the Department of Human Services, the district will provide, pursuant to the **Developmentally Disabled** Uniform Application Act, N.J.S.A. 30:4-25.10 et seq., and N.J.A.C. 6A:14-1.2(b)17, the necessary materials to the parent(s) to apply for such services.
18. **[Select One Option**
- The school district will not accept the use of electronic mail from the parent(s) to submit requests to a school official regarding referral, identification, evaluation, classification, and the provision of a free, appropriate public education.
  - The school district will accept the use of electronic mail from the parent(s) to submit requests to school officials regarding referral, identification, evaluation, classification, and the provision of a free, appropriate public education. The parent(s) shall be informed by the \_\_\_\_\_ of the procedures to access the electronic mail system. The parent(s) may not utilize electronic mail to provide written consent when the district provides written notice and seeks parental consent as required by N.J.A.C. 6A:14-1.2(b)18.]



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19. The school district will provide teacher aides and the appropriate general or special education teaching staff time for consultation on a regular basis as specified in each student's IEP, pursuant to N.J.A.C. 6A:14-4.5(d).
20. **The school district has a plan in effect to establish stability in special education programming. The plan takes into account the consistency of the location, curriculum, and staffing in the provision of special education services as required by N.J.A.C. 6A:14-3.7(c)4.**
21. **The school district screens students who have exhibited one or more potential indicators of dyslexia or other reading disabilities in accordance with N.J.S.A. 18A:40-5.1 et seq. and Policy 5339.**

The school district shall provide an Assurance Statement to the County Office of Education that the Board of Education has adopted the required special education policies and procedures/regulations and the district is complying with the mandated policies and procedures/regulations.

N.J.A.C. 6A:14-1 et seq.  
20 USC §1400 et seq.  
34 C.F.R. §300 et seq.

Adopted:



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Special Education - Free and Appropriate Public Education

Feb 17

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[See POLICY ALERT Nos. 95, 101, 104, 108, 112, 119, 129, 132,  
138, 146, 152, 155, 159, 185 and 211]

## R 2460.8 SPECIAL EDUCATION - FREE AND APPROPRIATE PUBLIC EDUCATION

A free and appropriate public education is available to all students with disabilities between the ages of three and twenty-one including students with disabilities who have been suspended or expelled from school.

Procedures regarding the provision of a free and appropriate public education to students with disabilities who are suspended or expelled are as follows:

1. School officials responsible for implementing suspensions/expulsions in the district are the following: (List school officials/designees by district organizational level.)
  - a. \_\_\_ **Grades Nine – Twelve 9-12** Principal/Vice Principal or designee;
  - b.  x  **Grades Six – Eight 6-8** Principal/Vice Principal or designee;
  - c.  x  **Grades Pre-Kindergarten – Five PreK—5** Principal/Vice Principal or designee;
  - d. \_\_\_ \_\_\_\_\_ (Other).
2. Each time a student with a disability is removed from his/her current placement for disciplinary reasons, notification of the removal is provided to the case manager by the Principal or designee. (Notification must be in written format for documentation.)
  - a. Removal for at least half of the school day shall be reported via the Electronic Violence and Vandalism Reporting System.
3. Each Principal or designee will ensure that a system is in place to track the number of days a student with disabilities has been removed for disciplinary reasons. Documentation will include:



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Special Education - Free and Appropriate Public Education

- a. Student's name;
  - b. The infraction;
  - c. Time suspended; and
  - d. The cumulative days suspended including removal for a portion of the school day which is counted proportionately.
4. When a student is suspended from transportation:
- a. Suspension from transportation is not counted as a day of removal if the student attended school.
  - b. Suspension from transportation is counted as a day of removal if the student does not attend school.
  - c. If transportation is included in the student's IEP as a required related service, the school district shall provide alternate transportation during the period of suspension from the typical means of transportation.
  - d. Suspension from transportation may be counted as a day of absence rather than a day of removal if the district made available an alternate means of transportation and the student does not attend school.
5. When a student with a disability participates in an in-school suspension program, the Principal or designee shall ensure that participation in the program is not considered removal when determining whether a manifestation determination must be conducted if the program provides the following:
- a. Opportunity for the student to participate and progress in the general curriculum,
  - b. Services and modifications specified in the student's IEP,
  - c. Interaction with **peers who are not disabled** ~~non-disabled~~ ~~peers~~ to the extent they would have in the current placement, and
  - d. The student is counted as present for the time spent in the in-school suspension program.



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Special Education - Free and Appropriate Public Education

6. When a series of short-term removals will accumulate to more than ten school days in the year:
  - a. The Principal/Vice Principal or designee and the case manager will consult to determine whether the removals create a change of placement according to N.J.A.C. 6A:14-2.8(c)2. Written documentation of the consultation between the school administration and the case manager shall be maintained by the case manager.
  - b. If it is determined that there is no change in placement, the Principal/Vice Principal or designee, the case manager, and special education teacher will consult to determine the extent to which services are necessary to:
    - (1) Enable the student to participate and progress appropriately in the general education curriculum; and
    - (2) Advance appropriately toward achieving the goals set out in the student's IEP.
  - c. Written documentation of the consultation and services provided shall be maintained in the student's file.
7. When a disabled student is removed from his/her current placement for more than ten days and the removal does not constitute a change in placement, the case manager shall convene a meeting of the IEP Team and, as necessary or required, conduct a functional behavior assessment and review the behavioral intervention plan according to N.J.A.C. 6A:14 Appendix A, **Individuals with Disabilities Education Act Amendments of 2004**, 20 U.S.C. §1415(k). The IEP Team shall:
  - a. Review the behavioral intervention plan and its implementation;
  - b. Determine if modifications are necessary; and



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Special Education - Free and Appropriate Public Education

- c. Modify the behavioral intervention plan and its implementation as appropriate. The plan will be modified to the extent necessary if at least one member of the team determines that modifications are necessary.

The case manager will document the date and the outcome of the meeting.

The documentation shall be placed in the student's file.

## Procedures Regarding the Provision of a Free and Appropriate Public Education to Preschool Age Students with Disabilities

To ensure that preschoolers with disabilities who are not participating in an early intervention program have their initial IEP's in effect by their third birthday, a written request for an initial evaluation shall be forwarded to the district.

The following procedures will be followed:

1. A parent of a preschool-age student suspected of having a disability, who requests a Child Study Team (CST) evaluation by telephone, will be advised to submit a written request for an evaluation to the Preschool Coordinator or \_\_\_CST member\_\_\_\_\_.
2. Upon receipt of the written request, the request shall be dated and signed by the recipient.
3. The district will respond to referrals of preschoolers according to N.J.A.C. 6A:14-3.3(e).
4. A file will be initiated for the potentially disabled preschooler:
  - a. The \_\_\_CST\_\_\_\_\_ will convene a referral/identification meeting within twenty calendar days (excluding school holidays but not summer vacation) of the date recorded on the request;



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- b. A “Notice of Referral/Identification Meeting” will be sent to the parent(s);

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Special Education - Free and Appropriate Public Education

- c. The notice will contain “Parental Rights in Special Education” (PRISE) Booklet;
- d. The meeting will be attended by the CST, including a speech language specialist, the parent(s), and a teacher who is knowledgeable about the district’s program; and
- e. A program shall be in place no later than ninety calendar days from the date of consent.

## Procedures Regarding the Provision of a Free, Appropriate Public Education to Students with Disabilities Who Are Advancing From Grade to Grade

The \_\_\_\_\_ District \_\_\_\_\_, through in-service training, shall ensure students with disabilities who are advancing from grade to grade with the support of specially designed services, continue to be eligible when as part of a reevaluation, the IEP Team determines the student continues to require specially designed services to progress in the general education curriculum and the use of functional assessment information supports the IEP Team’s determination.

## Procedures Involving Procedural Safeguards to Students Not Yet Eligible For Special Education

Disciplinary procedural safeguards will apply to students not yet eligible for special education. The parent(s) and/or adult student may assert any of the protections of the law if the district had knowledge the student was a student with a disability before the behavior that precipitated the disciplinary action occurred.





# REGULATION GUIDE

Adopted:



# POLICY GUIDE

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Surrogate Parents and Foster Parents  
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[See POLICY ALERT Nos. 170, 185 and 211]

## 2467 SURROGATE PARENTS AND FOSTER PARENTS

Federal and State laws require the Board ensure the rights of a student are protected through the provision of an individual to act as surrogate for the parent(s) and assume all parental rights under N.J.A.C. 6A:14-2.2 when:

1. The parent, (as defined according to N.J.A.C. 6A:14-1.3), cannot be identified ~~or located after reasonable efforts~~;
2. **The parent cannot be located after reasonable efforts;**
32. An agency of the State of New Jersey has guardianship of the student and that agency has not taken steps to appoint a surrogate parent for the student;
43. The student is a ward of the State and no State agency has taken steps to appoint a surrogate parent for the student;
54. No parent can be identified for the student in accordance with N.J.A.C. 6A:14-1.3 except a foster parent, the foster parent does not agree to serve as the student's parent, and no State agency has taken steps to appoint a surrogate parent for the student; and
65. The student is an unaccompanied homeless youth and no State agency has taken steps to appoint a surrogate parent for the student.

### Qualifications and Selection

The district will make reasonable efforts to appoint a surrogate parent within thirty days of its determination that a surrogate parent is required for a student. If the district fails to appoint a surrogate parent for a ward of the State, a judge may appoint a surrogate parent if the judge determines a surrogate parent is necessary for such a student.



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Surrogate Parents and Foster Parents

The person serving as a surrogate parent **shall**:

1. ~~Shall~~ **H**ave no interest that conflicts with those of the student he/she represents;
2. ~~Shall~~ **P**ossess ~~the~~ knowledge and skills that ensure adequate representation of the student;
3. ~~Shall~~ **N**ot be replaced without cause;
4. ~~Shall~~ **B**e at least eighteen years of age;
5. ~~Shall~~ **H**ave a criminal history review in accordance with N.J.S.A. 18A:6-7.1 completed prior to his or her serving as the surrogate parent, if the school district compensates the surrogate parent for such services; and
6. ~~Shall~~ **N**ot be an employee of the New Jersey Department of Education, this district, or a public or nonpublic agency that is involved in the education or care of the child.

[Optional - A surrogate parent may be paid solely to act in this capacity.]

The \_\_\_\_\_ Director of Pupil Services or Designee \_\_\_\_\_ **shall serve as Surrogate Parent Coordinator and will:** determine whether there is a need for a surrogate parent for a student; contact any State agency that is involved with the student to determine whether the State has a surrogate parent appointed for the student; and ~~will~~ make reasonable efforts to appoint a surrogate parent for the student within thirty days of determining that there is a need for a surrogate parent for the student.

When a student (who is or may be a student with a disability) is in the care of a foster parent ~~residing in this district~~, and the foster parent is not the parent of the student as defined in N.J.A.C. 6A:14-1.3, the \_\_\_\_\_ **district where the foster parent resides** shall contact the student's case manager at the Division of **Child Protection and Permanency (DCP&P) Youth and Family Services (DYFS)** in the Department of **Children and Families Human Services** to determine whether the parent(s) retains the right to make educational decisions and ~~to~~ determine the whereabouts of the parent(s).



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Surrogate Parents and Foster Parents

If the parent(s) retains the right to make educational decisions and the parent's whereabouts are known to the school district, the **Surrogate Parent Coordinator** \_\_\_\_\_ shall obtain all required consent from and provide written notices to the parent(s).

If the district cannot ascertain the whereabouts of the parent(s), the **foster parent, unless that person is unwilling to do so, shall serve as the parent pursuant to N.J.A.C. 6A:14-1.3.** ~~\_\_\_\_\_ shall consult with the student's case manager at DYFS to assist in identifying an individual, including the foster parent, who may serve as a surrogate.~~ If there is no foster parent, or if the foster parent is unwilling to serve as the student's parent pursuant to N.J.A.C. 6A:14-1.3, the **Surrogate Parent Coordinator** \_\_\_\_\_ shall consult with the student's case manager at **DCP&P** ~~DYFS~~ to assist in identifying an individual to serve as a surrogate parent and the \_\_\_\_\_ shall appoint a surrogate parent and obtain all required consent from, and provide written notices to, the surrogate parent.

## Training

N.J.A.C 6A:14-2.2(d) requires the district train surrogate parents so they have the knowledge and skills that ensure adequate representation of the student. The **Surrogate Parent Coordinator** \_\_\_\_\_ shall coordinate the training for surrogate parents. The training will include, but not be limited to:

1. Providing the surrogate parent a copy of:
  - a. Parental Rights in Special Education booklet;
  - b. N.J.A.C. 6A:14;
  - c. The Special Education Process;
  - d. Code Training Materials from the Department of Education website; and
  - e. Other relevant materials.



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Surrogate Parents and Foster Parents

2. Providing the surrogate parent an opportunity to meet with the **Surrogate Parent Coordinator** \_\_\_\_\_ to discuss the rights of the surrogate parent and the applicable statutes, administrative codes, and Federal laws. The **Surrogate Parent Coordinator** \_\_\_\_\_ shall provide the surrogate parent the opportunity to review and to become familiar with the State and Federal requirements for assessment, individualized educational program development, and parental rights with respect to the referral and placement process, including their rights with respect to seeking a due process hearing if they disagree with the local procedure or decisions;
3. Providing the surrogate parent adequate time to become familiar with the student and the nature of the student's disability through a review of the student's record;
4. Providing the surrogate parent an opportunity to confer with the student's case manager to discuss the student; and
5. Other information and resources to provide the surrogate parent the knowledge and skills to ensure adequate representation of the student.

## Rights of the Surrogate Parent

A surrogate parent appointed in accordance with N.J.A.C. 6A:14-2.2 shall assume all parental rights under N.J.A.C. 6A:14.

N.J.A.C. 6A:14-2.2



# POLICY GUIDE

Adopted:



<u>GRADE/TEACHER</u>	<u>STUDENT COUNT</u>	
<b><u>PRE-K</u></b>		<b>17A</b>
Ms. Scarperia	18	
Ms. Foglio	17	
Ms. Spratt	13	
<b><u>KINDERGARTEN</u></b>		
Ms. Lokan	15	
Mrs. Granville	15	
<b><u>FIRST GRADE</u></b>		
Ms. Borota	13	
Ms. Fox	4	
<b><u>SECOND GRADE</u></b>		
Mrs. Arruda	18	
Mrs. Odom	18	
Ms. Fox	1	
<b><u>THIRD GRADE</u></b>		
Mrs. McCloskey	22	
<b><u>FOURTH GRADE</u></b>		
Mrs. Singer	14	
Mrs. Genovesi	14	
Ms. McGuckin	2	
<b><u>FIFTH GRADE HOMEROOM</u></b>		
Mr. Leigh	31	
Ms. McGuckin	3	
<b><u>SIXTH GRADE HOMEROOM</u></b>		
Mrs. Druding	29	
Ms. Kranz	1	
<b><u>SEVENTH GRADE HOMEROOM</u></b>		
Mr. Shareef	24	
Ms. Kranz	3	
<b><u>EIGHTH GRADE HOMEROOM</u></b>		
Mr. Dempster	28	
Ms. Kranz	4	
<b>TOTAL COUNT</b>	<b>307</b>	

MARCH Attendance Totals for BES in 2016-17

17B

Residence District Code: all

Report 1003 as of 03/09/2017

Grade	PTC	Total	Active	Days Possible	Days Present	Days Absent	Days Tardy	A-D-E	A-D-A	% ATT	% NOT Tardy
01		18	18	409	405	4	1	17.783	17.609	99.022	99.756
02		38	37	855	844	11	4	37.174	36.696	98.713	99.532
03		22	22	505	501	4	5	21.957	21.783	99.208	99.01
04		31	29	676	672	4	6	29.391	29.217	99.408	99.112
04	20	1	1	23	23	0	1	1	1	100	95.652
05		34	34	782	776	6	6	34	33.739	99.233	99.233
06		30	30	690	682	8	5	30	29.652	98.841	99.275
07		28	27	622	609	13	3	27.043	26.478	97.91	99.518
08		32	32	736	724	12	3	32	31.478	98.37	99.592
3F		25	25	575	568	7	12	25	24.696	98.783	97.913
4F		21	21	483	472.5	10.5	3	21	20.543	97.826	99.379
4F	4H	1	1	23	23	0	1	1	1	100	95.652
KF		30	30	689	671	18	5	29.957	29.174	97.388	99.274
<b>TOTAL</b>		<b>311</b>	<b>307</b>	<b>7,068</b>	<b>6,970.5</b>	<b>97.5</b>	<b>55</b>	<b>307.304</b>	<b>303.065</b>	<b>98.621</b>	<b>99.222</b>

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

Column header "ACTIVE" represents the total number of above mentioned students who are ACTIVE as of the last day of the reporting period.



District ADE: 307.304  
District ADA: 303.065



Nurse's Monthly Report

17C

Date Range: 2/9/17-3/10/17

Student Visits: 365

Physicals Processed: 0

Health Screenings Performed: 2

Students Requiring Emergency Services (911): 0 - 1 employee

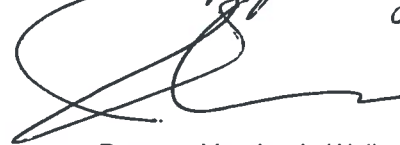
Employee Visits: 10

Documented Contagious Illnesses: 2

Child Study Team Referrals Completed: 0

Other:

- Planned scoliosis screenings.
- Sent 6th grade immunization notifications.
- Continued informal nutrition education.
- Managed very busy office during this season of winter illness, asthma flares, and early allergy season.
- Coordinated medical aspects of field trip planning.



IRN

Prepared by Jamie Weller  
Beverly City School Nurse



### Reporting Form for Harassment, Intimidation, and Bullying

Ms. Kerri Lawler, Anti-Bullying Coordinator    Ms. Chelsea Light, Anti-Bullying Specialist

Note that in order to protect the identities of students and in order to ensure confidentiality, student initials, rather than names, are used throughout this report.

**SUMMARY OF ALLEGATIONS:**

It was reported that BD called JD "gay" and was telling other classmates that JD is gay.

**FACTUAL FINDINGS OF ANTI-BULLYING SPECIALIST:**

It was confirmed by JD, BD, and a witness that BD called JD gay on different occasions to other students in the class during lunch and recess.

Yes, this was harassment, intimidation, and/or bullying

**DESCRIPTION OF SERVICES AND/OR INTERVENTIONS:**

BD will serve three days of lunch detention. In addition, seats have been moved at the students' cafeteria table. As it was reported that conduct on the playground was an issue as well, there have been limitations placed on BD's choice of activities during recess.

No, this case was determined to be non-HIB related or non-actionable HIB<sup>1</sup>

Results of the investigation were inconclusive

Signature of the Superintendent *[Handwritten Signature]*

Date 3/8/17

Board of Education Meeting Date 3/15/17

<sup>1</sup>The Non-actionable HIB means a student engaged in behavior that may be considered inappropriate, rude, disrespectful, or unkind, but the behavior does not violate school HIB guidelines.