

# BEVERLY CITY BOARD OF EDUCATION

601 Bentley Avenue  
Beverly, New Jersey 08010  
[www.beverlycityschool.org](http://www.beverlycityschool.org)

## REGULAR MEETING

Beverly City School  
July 15, 2015

6:30 PM  
Beverly School Library

### MINUTES

#### 1. CALL TO ORDER

The meeting was called to order at 7:00 p.m. by the Board President Richard Wolbert and the following was read. The New Jersey Open Public Meeting law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Beverly City Board of Education has caused notice of this meeting to be given by having the date, time, and place faxed to City Hall on Broad Street and advertised in the Burlington County Times is writing on January 8, 2015. 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.

The Pledge of Allegiance was led by Richard Wolbert.

#### Roll Call

Stacey Atkinson	Present	Jean Wetherill	Present
Mary Ellen Knudson	Absent	Mary Wolbert	Present
Ronald Murphy	Absent – arrived at 6:45 p.m.	Richard Wolbert	Present
Dale Thompson	Present		

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

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

There was zero (0) member of the public present at the meeting.

5. Board Member Comments on the Agenda

There were no Board of Education Comments on the agenda.

6. Public Comment on Agenda Items Only

There were no public comments on the agenda.

7. Discussion Topic –

NJSBA Convention – The Board of Education was reminded to notify Dr. Savage if they were interested in attending the NJSBA convention in Atlantic City. He will register the Board Members.

Financial Reporting Presentation – Dr. Savage provided a PowerPoint presentation regarding how to read the Secretary and Treasurer Reports. He will follow up at a future meeting to expand the Board of Education’s knowledge on how to understand the reports.

8. A motion was made by Stacey Atkinson and seconded by Dale Thompson to approve the minutes for the regular meeting on June 24, 2015.

Roll Call

Stacey Atkinson	Affirmative	Jean Wetherill	Affirmative
Mary Ellen Knudson	Absent	Mary Wolbert	Affirmative
Ronald Murphy	Affirmative	Richard Wolbert	Affirmative
Dale Thompson	Affirmative		

MONTHLY FINANCIALS:

9. Consent Agenda:

A motion was made by Jean Wetherill and seconded by Stacey Atkinson to approve the following action items A through H which were considered under consent agenda. There were no items requiring further discussion that were pulled from the consent agenda and acted upon separately.

A. MOTION: To approve to authorize the Business Administrator to make transfers within accounts for the month of June 2015.

B. MOTION: BE IT RESOLVED, that the Board of Education approve the final purchase orders in the amount of \$239,660.76 for the 2014-2015 school year.

C. MOTION: To approve the bills list:

BE IT RESOLVED, that the Board of Education approve the final bills totaling \$ 158,957.09 for the 2014-2015 school year 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.

D. MOTION: To approve the purchase orders in the amount of \$ 275,169.80 for the month of July 2015.

E. MOTION: To approve the bills list:

BE IT RESOLVED, that the Board of Education approve the bills totaling \$ 21,970.09 for the month of July 2015 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 June 15, 2015 in the amount of \$158,927.95 and for the pay period ending June 30, 2015 in the amount of \$145,187.88 in the total amount of \$304,115.83 for the month of June.

G. MOTION: To approve the bills list:

BE IT RESOLVED, that the Board of Education approve the bills totaling \$ 65,924.38 for the month of July 2015 for the referendum project 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.

H. MOTION: To approve the purchase orders for the referendum project for the month of July 2015 in the amount of \$ 65,924.38.

Roll Call

Stacey Atkinson	Affirmative	Jean Wetherill	Affirmative
Mary Ellen Knudson	Absent	Mary Wolbert	Affirmative
Ronald Murphy	Affirmative	Richard Wolbert	Affirmative
Dale Thompson	Affirmative		

FINANCIALS/CONTRACTS:

10. Consent Agenda:

A motion was made by Stacey Atkinson and seconded by Mary Wolbert to approve the following action items A through D which were considered under consent agenda. There were no items requiring further discussion that were pulled from the consent agenda and acted upon separately.

A. MOTION: To approve the following 2014-2015 school year tuition for out-of-district placement:

School	# of Students	Cost	Effective	Comments	Total
Williamstown High School	1	\$4,658.55	3/16/2015-6/30/2015	DCPP Placement	\$4,658.55

B. MOTION: BE IT RESOLVED, that the Board of Education approve the meal price increase for the 2015-2016 school year to the amount of \$2.60.

C.MOTION: To approve the purchasing agent/bid threshold:

WHEREAS, the Public School Contracts Law gives boards of education the ability to increase their bid threshold up to \$40,000.00 and \$6,000.00 for quotes; and

WHEREAS, N.J.S.A. 18a-3A, permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

WHEREAS, N.J.A.C. 5:34-5 ET SEQ. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, Dr. Brian F. Savage possesses the designation of Qualified Purchasing Agent as issued by the Director of Division of Local Government Services in accordance with N.J.A.C. 5:34 et seq; and

WHEREAS, Beverly City Board of Education desires to increase the bid threshold as provided in N.J.S.A. 18A:18A-3:

NOW THEREFORE BE IT RESOLVED, that the governing body hereby Appoints Dr. Brian F. Savage as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education.

D. MOTION: BE IT RESOLVED, that the Board of Education approve the following:

1. Strober Change Order GC-4;

'Supply and install a new non-roof penetrating, ballasted, yellow powder coated roof hatch safety railing system with a self closing gate to be installed around the existing 30" x 36" roof hatch, including a new ladder safety post-up to be installed on the existing roof hatch access ladder.'

Total of \$2,815.00

0 days time extension

2. Falasca Change Order GC-2;

'Addition of electrical panel MP3 for AC Upgrades, per Owner's request for a total of \$22,040.12. Install AC coils in factor installed for 23 classroom UVs per Owner's request, for a total of \$29,398.60. Install AC-1/CU-1 in Server Room per Owner's request, for a total of \$13,740.93. Install refrigeration piping and CUs for 10 classrooms and delete electrical outlets for future AC window units, per the Owner's request, for a total of \$132,319.43.'

Total of \$197,499.08

0 days time extension

3. Strober Change Order GC-5;

'Roof work associated with the installation of 11 CUs.'

Total of \$21,472.50

0 days time extension

4. Strober Change Order GC-3

Credit for not relocating the louver, not installing 4' flat insulation, unused allowance and not installing boiler flue.

TOTAL of (\$11,521.00) – credit

0 days time extension

Roll Call

Stacey Atkinson	Affirmative	Jean Wetherill	Affirmative
Mary Ellen Knudson	Absent	Mary Wolbert	Affirmative
Ronald Murphy	Affirmative	Richard Wolbert	Affirmative
Dale Thompson	Affirmative		

PERSONNEL:

11. Consent Agenda:

A motion was made by Stacey Atkinson and seconded by Ronald Murphy to approve the following action items A through E which were considered under consent agenda. There were no items requiring further discussion that were pulled from the consent agenda and acted upon separately.

A.MOTION: BE IT RESOLVED, that the Board of Education approve Donna Groves, Title I Math instructor, for the 2015-2016 school year in the amount of \$56,797.00 and \$14,767.00 in benefits to fulfill the Focus reserve. 84% funds are from the Title I funding.

B. MOTION: BE IT RESOLVED, that the Board of Education approve Sandy Coyne, Title I instructor in ELA and Math, for the 2015-2016 school year, in the amount of \$23,890.00 and \$6,211.00 in benefits. 29% of the funds are from Title I funding.

C. MOTION: BE IT RESOLVED, that the Board of Education approve Lois Harmon, Title I instructor in ELA and Math, for the 2015-2016 school year, the amount of \$61,966.00, and \$16,111.00 in benefits. 100% of the funds are from Title I funding.

D. MOTION: BE IT RESOLVED, that the Board of Education approve Conor Dempster as paraprofessional, at the rate of \$13.36 per hour, Step #6, effective September 1, 2015.

E. MOTION: BE IT RESOLVED, that the Board of Education approve Angela Edmonds at Step# 2, BA+15 for the 2015-2016 school year \$50,211.00 effective September 1, 2015.

Roll Call

Stacey Atkinson	Affirmative	Jean Wetherill	Affirmative
Mary Ellen Knudson	Absent	Mary Wolbert	Affirmative
Ronald Murphy	Affirmative	Richard Wolbert	Affirmative
Dale Thompson	Affirmative		

PROFESSIONAL DEVELOPMENT:

12. Consent Agenda:

A motion was made by Stacey Atkinson and seconded by Jean Wetherill to approve the following action items A through B which were considered under consent agenda. There were no items requiring further discussion that were pulled from the consent agenda and acted upon separately.

A.MOTION: BE IT RESOLVED, that the Board of Education approve the professional development for Elizabeth Giacobbe, Dale Thompson, Mary Ellen Knudson, Ronald Murphy, Mary Wolbert, Richard Wolbert, Brian F. Savagve and Stacey Atkinson to attend the SBA Workshop in October 2015 in the amount of \$250.00 per person or \$1,300.00 for a group rate.

B.MOTION: BE IT RESOLVED, that the Board of Education approve per diem payment in the amount of \$100 for teachers to attend professional development in the areas of reading and writing through the Title II grant.

Roll Call

Stacey Atkinson	Affirmative	Jean Wetherill	Affirmative
Mary Ellen Knudson	Absent	Mary Wolbert	Affirmative
Ronald Murphy	Affirmative	Richard Wolbert	Affirmative
Dale Thompson	Affirmative		

CURRICULUM & INSTRUCTION:

13. Consent Agenda:

A motion was made by Dale Thompson and seconded by Ronald Murphy to approve the following action items A through J which were considered under consent agenda. There were no items requiring further discussion that were pulled from the consent agenda and acted upon separately.

A.MOTION: BE IT RESOLVED, that the Board of Education approve the submission of the Electronic Violence and Vandalism Reporting System (EVVRS) data to the New Jersey Department of Education.

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

- Policy#5300 – Automated External Defibrillators (AEDs)
- Policy#5305 – Health Services Personnel
- Policy#5306 – Health Services To Nonpublic Schools
- Policy#5307 – Nursing Services Plan
- Policy#5308 – Student Health Records
- Policy#5310 – Health Services
- Policy#5320 – Immunization
- Policy#5330 – Administration of Medication
- Policy#5331 – Management of Life-Threatening Allergies in Schools
- Policy#5332 – Do Not resuscitate Orders

Policy#5335 – Treatment of Asthma  
 Policy#5338 – Diabetes Management  
 Policy#5339 – Screening for Dyslexia  
 Policy#5350 – Pupil Suicide Prevention

C. MOTION: BE IT RESOLVED, that the Board of Education approve Susan Tranberg, reading consultant, using Title II funds to train teachers in the Links to Literacy program during the 2015-2016 school year.

D. MOTION: BE IT RESOLVED, that the Board of Education approve the submission of the Harassment Intimidation, and Bullying-Investigations, Trainings, and Programs (HIB-ITP) data to the New Jersey Department of Education.

E. MOTION: BE IT RESOLVED, that the Board of Education approve to apply for the NCLB Consolidated Grant application submission for the Fiscal Year 2016.

F. MOTION: BE IT RESOLVED, that the Board of Education approve to apply for the Title I funds in the amount of \$179,742.00 allocated under the NCLB Consolidated grant for the Fiscal Year 2016.

G. MOTION: BE IT RESOLVED, that the Board of Education approve to apply for the Title II funds in the amount of \$31,508.00 allocated under the NCLB Consolidated grant application for the Fiscal Year 2016.

H. MOTION: BE IT RESOLVED, that the Board of Education approve to not apply for the Title III funds in the amount of \$1,657.00 allocated under the NCLB Consolidated grant for the Fiscal Year 2016.

I. MOTION: BE IT RESOLVED, that the Board of Education approve to apply for the submission of the IDEA Consolidated Grant application in the amount of \$116,352.00 (Basic) and \$3,137.00 (Preschool) for the Fiscal Year 2016.

J. MOTION: BE IT RESOLVED, that the Board of Education approve the donation of twenty-two (22) copies of Teammates by Peter Golenbock from Rosemary Howell in the amount of \$209.56 for our fourth grade literature circles.

Roll Call

Stacey Atkinson	Affirmative	Jean Wetherill	Affirmative
Mary Ellen Knudson	Absent	Mary Wolbert	Affirmative
Ronald Murphy	Affirmative	Richard Wolbert	Affirmative
Dale Thompson	Affirmative		

14. Old Business

The Board of Education goals will need to be discussed shortly and may be done by starting a Board Meeting early or having a special Board Meeting.

15. New Business

1. There was discussion regarding changing the August Board Meeting date to August 26, 2015 at 6:30 pm.
2. Richard Wolbert gave an update on the over site provided by the State of New Jersey with regard to our focus district status.

16. Correspondence

The District received correspondence from Robert Carr regarding giving something back to the community by offering academic scholarships to students in need. His foundation is interested in looking at Beverly City School students as potential recipients.

17. Board Comments

Jean Wetherill noted that the Board of Education's goals should coordinate with the committee activities.

Dr. Savage noted that the construction project is going well and thanked George Gahles and the custodial crew for doing a great job. Dr. Savage also noted that the construction company is also doing very well.

18. Public Comments

The open to the public comment portion of the meeting began at 8:22 p.m. and closed at 8:22 p.m.

There were no comments from the Public.

21. Adjournment

A motion was made by Dale Thompson and seconded by Jean Wetherill to adjourn the Board of Education Meeting at 8:26 p.m.

Roll Call

Stacey Atkinson	Affirmative	Jean Wetherill	Affirmative
Mary Ellen Knudson	Absent	Mary Wolbert	Affirmative
Ronald Murphy	Affirmative	Richard Wolbert	Affirmative
Dale Thompson	Affirmative		

Respectfully submitted:



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