

BEVERLY CITY BOARD OF EDUCATION

601 Bentley Avenue
Beverly, New Jersey 08010

www.beverlycityschool.org

Beverly City School
May 9, 2016

7:00 PM
Beverly School Library

Minutes

1. CALL TO ORDER

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

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

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

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

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

The Pledge of Allegiance was led by Richard Wolbert.

3. Roll Call

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

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

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

There were three (3) 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. A motion was made by Mary Ellen Knudson and seconded by Mary Smith-Jones BE IT RESOLVED, that the Board adjourn to closed session for the purpose of discussing a H.I.B. Investigation/ litigation matter. The subject matter of the Board's discussion will be disclosed when the reasons for confidentiality have subsided. It is estimated that the closed session will last thirty (30) minutes, after which action will not be taken.

Roll Call

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

7.1. A motion was made by Mary Ellen Knudson and seconded by Jean Wetherill BE IT RESOLVED that the Board reconvened from closed session at 7:52 p.m.

Roll Call

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

8. Student Recognition

An award and tee shirts were given to Gwyneth Andrus and Olivia McGovern for being "Upstanders" These students stood up for their fellow students instead of standing aside and doing nothing, their actions were recognized this evening.

9. A motion was made by Mary Ellen Knudson and seconded by Jean Wetherill to approve the minutes for the Regular meeting on April 20, 2016.

Roll Call

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

MONTHLY FINANCIALS/CONTRACTS:

9.1. A motion was made by Mary Ellen Knudson and seconded by Stacey Atkinson BE IT RESOLVED, that the Board of Education approve the implementation of the CEP free breakfast and lunch program.

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

10. Consent Agenda:

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

A.RESOLVED, That the budget for the 2016-2017 school year be adopted in the CURRENT EXPENSE FUND 10 amount of \$6,810,533, SPECIAL REVENUE FUND 20 in the amount of \$583,991, and DEBT SERVICE FUND 40 in the amount of \$79,194.

FURTHER, be it resolved that \$2,845,921 should be raised for the GENERAL FUND and \$79,194 should be raised for the DEBT SERVICE FUND for the 2016-2017 school year.

FURTHER, be it resolved that the revenues for the 2016-2017 school year be adopted in the amounts of CURRENT EXPENSE FUND 10 in the amount of \$6,810,533, SPECIAL REVENUE FUND 20 in the amount of \$583,991 and DEBT SERVICE FUND 40 in the amount of \$79,194.

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

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 \$150.00 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 \$20,000.00 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 2016-2017 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 2016-2017 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.

B. MOTION: To approve the purchase orders in the amount of \$481,552.81 for the month of May 2016.

C. MOTION: To approve the bills list:

BE IT RESOLVED, that the Board of Education approve the bills totaling \$283,860.19 for the month of May 2016 to be paid, and the Secretary and the President be hereby authorized and directed to draw orders on the Treasurer for the payment of same.

D. MOTION: To approve the gross payroll wages for the pay period ending April 15, 2016 in the amount of \$148,724.72 and for the pay period ending April 30, 2016 in the amount of \$147,083.66 in the total amount of \$295,808.38 for the month of April 2016.

E.MOTION: To approve the purchase orders for the referendum project for the month of May 2016 in the amount of \$34,491.70.

F. MOTION: To approve the bills list for the referendum project for the month of May 2016 in the amount of \$34,491.70.

Roll Call

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

FINANCIALS/CONTRACTS:

11. Consent Agenda:

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

A.MOTION: To approve the following 2015-2016 school year tuition for out-of-district placement:

School	# of Students	Cost	Effective	Comments	Total
Dorothy L. Bullock School Glassboro	1	\$68.98 per day (66 days)	3/8/2016-6/17/2016	Homeless	\$4,552.68

B. MOTION: BE IT RESOLVED, that the Board of Education approve Bancroft Neurohealth to conduct a full day workshop on Restraint Training to include the following staff (see attachment):

- Melanie Kranz
- Rachel Fox
- Peg Gunkel
- Connor Dempster
- Chelsea Light
- Joe DeLecce

C.MOTION: BE IT RESOLVED, that the Board of Education approve James L. Messersmith of Rider University, Woodrow Wilson Foundation Program and New Jersey Science Teachers Association contract for the 2016-2017 school year in the amount of \$1.00.

D. MOTION: BE IT RESOLVED, that the Board of Education approve Rupert Hartmann as school physician for the 2016-2017 school year in the amount of \$500.00 for the school year.

E. MOTION: BE IT RESOLVED, that the Board of Education approve the implementation of the CEP free breakfast and lunch program. This motion was acted upon earlier in the meeting.

F. MOTION: BE IT RESOLVED, that the Board of Education approve to advertise a Kenmore 48in by 27.5in Chest Freezer on GovDeals.

G. MOTION: BE IT RESOLVED, that the Board of Education approve the CPR training provided by University of Pennsylvania for 10 staff members at the rate of \$70.00 per person in the total amount of \$700.00.

Roll Call

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

PERSONNEL:

12. Consent Agenda:

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

A. MOTION: To approve the Sub Caller List:

BE IT RESOLVED, that the Board of Education approve the Sub Caller List for the month of June 2016.

B. MOTION: BE IT RESOLVED, that the Board of Education approve the resignation of Renita Brady, as School Social Worker, effective June 30, 2016.

C. MOTION: BE IT RESOLVED, that the Board of Education approve Chelsey Fitzgerald as Paraprofessional retroactive April 26, 2016, at the rate of \$14.86 per hour, Step #9.

D. MOTION: To approve the Extended School Year (ESY) Summer School Staff:

BE IT RESOLVED, that the Board of Education approve the following staff for the Extended School Year (ESY) Summer School at a rate of \$35.00 an hour for a teacher/nurse and \$15.00 an hour as a Paraprofessional:

Jamie Weller – Nurse (up to 3 days a week)
Jaclyn Sutter – Nurse (1 day a week)
Karen Spratt - Teacher
Peg Gunkel – Teacher
Stefanie Borota - Teacher
Brooke Vermes - Teacher
Melanie Kranz - Teacher
Leigh-Ann Esaia – Speech Pathologist
Annette Barnes - Paraprofessional
Dahlia Morales – Paraprofessional
Marcy Field - Paraprofessional

Glenn Dempster – Paraprofessional
 Anneliese McCloskey – Paraprofessional
 Donna Groves – Paraprofessional
 Charlene Singer – Paraprofessional

E. MOTION: To approve the CST Summer hours:

BE IT RESOLVED that the Board of Education approve the following CST staff summer hours up to 10 days:

- Social Worker
- Chelsea Light – School Psychologist

F. MOTION: To approve Resolution #5-14-14-:

BE IT RESOLVED, to employ the following non-tenured teaching and district personnel for the Beverly City Schools for the 2016-2017 school year.

Pursuant to the provisions of N.J.S.A. 18A:27-4.1 and N.J.S.A. 18A:27-10, upon the recommendation of the Superintendent of Schools, renew the employment contracts of the following personnel for the 2016-2017 school year:

NAME	ASSIGNMENT	TENURE DATE
Anneliese McCloskey	Teacher	1/3/2017
George M. Gahles	Business Administrator	3/2/2017
Peg Gunkel	Teacher	9/2/2018
Jamie Weller	Nurse	10/15/2017
Chelsea Light	School Psychologist	9/10/2018
Stefanie Borota	Teacher	1/29/2017
Travis Knauss	Music Teacher	11/26/2017
Meredith Lokan	Teacher	9/2/2018
Nicole Vermes	Teacher	9/2/2018
Glenn Dempster	Teacher	9/2/2018
Sarah Louis	Teacher	9/2/2018
Joseph DeLecce	Supervisor/Disciplinarian	8/15/2018
Rosalind Johnson	Teacher	2/20/2020
Rachel Fox	Teacher	3/15/2020
Tiffany Odom	Teacher	9/2/2019
Michelle Granville	Teacher	12/17/2019
Stephanie Pica	Teacher	9/2/2018
Wayne Shareef	Teacher	9/2/2019

G. MOTION: To approve the Paraprofessionals for the 2016-2017 School Year:

BE IT RESOLVED, that the Board of Education approve the following Paraprofessionals for the 2016-2017 school year:

NAME	ASSIGNMENT
Joann Harmon	Paraprofessional
Sherry Merrill	Paraprofessional
Inez Smith	Paraprofessional
Annette Barnes	Paraprofessional
Queen Morgan	Paraprofessional
Sue Matthews	Paraprofessional
Dahlia Morales	Paraprofessional
Julia Velasquez	Paraprofessional
William Brown	Paraprofessional
Marcy Field	Paraprofessional
Conor Dempster	Paraprofessional
Chelsey Fitzgerald	Paraprofessional
Michelle Mulligan	Paraprofessional

H. MOTION: To approve the Custodial Staff for the 2016-2017 School Year:

BE IT RESOLVED, that the Board of Education approve the following Custodians for the 2016-2017 school year:

NAME	ASSIGNMENT
Bert Jordan	Part-Time Custodian (Night during school year)
Tony Davis	Head Custodian (Day)
Ronnie Roy	Part-Time Custodian (Night during school year)
Dale Burroughs	Part-Time Custodian (Night during school year)

I. MOTION: BE IT RESOLVED, that the Board of Education approve George Kelly as sub custodian at the rate of \$15.50 per hour (REVISED RATE).

J. MOTION: BE IT RESOLVED, that the Board of Education approve the retirement of Joan Coffey effective June 30, 2016.

K. MOTION: BE IT RESOLVED, that the Board of Education approve Jamie Weller as BA+30, Step#12 for the 2016-2017 school year, effective September 1, 2016.

L. MOTION: BE IT RESOLVED, that the Board of Education approve the resignation of Elizabeth (Angela) Edmonds effective June 30, 2016.

Roll Call

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

CURRICULUM:

13. A motion was made by Jean Wetherill and seconded by Stacey Atkinson to BE IT RESOLVED, that the Board of Education approve James L. Messersmith to write the Kindergarten-8th Grade Next Generation Science Standard Curriculum in the amount of \$15,000.00.

Roll Call

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

14. Old Business

Richard Wolbert reminded the Board of Education to please complete the Superintendent Evaluation.

15. New Business

- A presentation of new branding options for the Beverly City School was presented and logos were reviewed.

16. Superintendent's Report

A. Enrollment Report: 292

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. A dentist will be in on May 20 to do student exams. Ms. Giacobbe also informed the Board of Education about the new screening tools for the nurse.

D. Discipline Report

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

E. H.I.B. Incidents:

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

17. Correspondence

A letter was received from a parent and the issue was addressed in executive session.

18. Board Comments

The Board of Education was reminded about the upcoming Delegate Assembly, Mrs. Atkinson will be attending.

19. Public Comments

The open to the public comment portion of the meeting began at 8:28 p.m. and closed at 8:29 p.m.

There were no comments from the public.

19.1. A motion was made by Stacey Atkinson and seconded by Mary Ellen Knudson BE IT RESOLVED, that the Board of Education approve the settlement agreement with a parent authorized by New Jersey School Insurance Group.

Roll Call

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

20. Adjournment

A motion was made by Mary Ellen Knudson and seconded by Mary Smith-Jones to adjourn the Board of Education Meeting at 8:29 p.m.

Roll Call

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

Respectfully submitted:


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