



BEVERLY CITY BOARD OF EDUCATION

601 Bentley Avenue
Beverly, New Jersey 08010
www.beverlycityschool.org

REGULAR MEETING

Beverly City School
October 19, 2016

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 is writing on January 6, 2016. A copy was also submitted to the Beverly Post Office.

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

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

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

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

Richard Wolbert led the Pledge of Allegiance.



2. Roll Call

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

3. 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 seven (7) member of the public present at the meeting.

5. Board Member Comments on the Agenda

There were no Board Members comments on the agenda,

6. Public Comment on Agenda Items Only

There were no public comments on the agenda.

7. Student Recognition

The following students were recognized as Upstanders for the month. The two recipients are Amyha Daniels and Dana Vivian.

Ms. Giacobbe also noted that there will be an additional new student recognition for a middle school students entitled Learner to Leader. This month's recipient is Kendrick Norton.

8. PARCC Data Presentation

Mrs. Lawlor and Ms. Giacobbe presented the PARCC data presentation.

9. A motion was made by Jean Wetherill and seconded by Mary Smith Jones to approve the minutes for the Regular meeting on September 21, 2016.

Roll Call

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



MONTHLY FINANCIALS/CONTRACTS:

10. Consent Agenda:

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

A.MOTION: To accept the financial Report of the Secretary for the month ending August 2016: Balance on hand \$2,404,910.43

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 August 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 August 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 August 2016.

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

D. MOTION: To approve the purchase orders in the amount of \$1,021,577.96 for the month of October 2016.

E. MOTION: To approve the bills list:



BE IT RESOLVED, that the Board of Education approve the bills totaling \$354,948.70 for the month of October 2016 to be paid, and the Secretary and the President be hereby authorized and directed to draw orders on the Treasurer for the payment of same.

F. MOTION: To approve the gross payroll wages for the pay period ending September 15, 2016 in the amount of \$136,057.04 and for the pay period ending September 30, 2016 in the amount of \$143,204.58 in the total amount of \$279,261.62 for the month of September 2016.

Roll Call

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

FINANCIALS/CONTRACTS:

11. Consent Agenda:

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

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

School	# of Students	Cost	Effective	Comments	Total
BCSSSD	4	\$38,854.00	9/1/2016-6/30/2017	Behavioral Disabilities	\$155,416.00
BCSSSD	1	\$46,854.00	9/1/2016-6/30/2017	Autistic	\$46,854.00
BCSSSD	2	\$41,140.00	9/1/2016-6/30/2017	Multiple Disabilities	\$82,280.00
BCSSSD	1	\$42,855.00	9/1/2016-6/30/2017	Cognitive Impairment Severe	\$42,855.00
Palmyra H.S.	31	\$13,582.00	9/1/2016-6/30/2017	General Education	\$421,042.00
Palmyra H.S.	8(estimated)	\$16,405.00	9/1/2016-6/30/2017	Special Education	\$131,240.00

B. MOTION: BE IT RESOLVED, that the Board of Education approve the R&B Design Quote for ongoing maintenance and hosting (see attachment).



C. MOTION: BE IT RESOLVED, that the Board of Education approve the following 2016-2017 reports for submission to the County:

- 3-Year Comprehensive Maintenance Plan (CMP)
- Annual Maintenance Report (M-1)
- Annual Facilities Checklist Health and Safety Evaluation of School Building

D. WHEREAS, the Beverly City Board of Education is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Beverly City Board of Education is desirous of selling said surplus property in an "as is" condition without express or implied warranties.

NOW THEREFORE, be it RESOLVED by the Beverly City Board of Education as follows:

(1) The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-83453/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the Beverly City Board of Education

(2) The sale will be conducted online and the address of the auction site is govdeals.com.

(3) A list of the surplus property to be sold is as follows: Approximately 30 Vodavi office phones

(4) The surplus property as identified shall be sold in an "as-is" condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.

(5) The Beverly City Board of Education reserves the right to accept or reject any bid submitted.

E. MOTION: BE IT RESOLVED, that the Board of Education approve the lease agreement for St. Joseph lease of Board offices and CST office from January 1, 2016 – December 31, 2016 in the amount of \$1,477.50 per month.

F. MOTION: BE IT RESOLVED, that the Board of Education approve the Blackboard Quote effective October 1, 2016 – June 30, 2017 in the amount of \$3,362.49 and for the 2017-2018 school year in the amount of \$750.00.

Roll Call			
Stacey Atkinson	Affirmative	Jean Wetherill	Affirmative
Mary Ellen Knudson	Absent	Mary Wolbert	Absent
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 Smith-Jones 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 Sub Caller List:

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

B. MOTION: BE IT RESOLVED, that the Board of Education approve the Homebound Instruction for 1 student effective on or after October 27, 2016 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 on October 21, 2016 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 the following staff to conduct Homebound Instruction in the amount of \$40.00 per hour not to accede 10 hours a week: (on a rotating schedule)

- Brooke Vermes
- Briana McGuckin
- Karen Spratt
- Donna Groves
- Lois Harmon
- Dorann Foglio

E. MOTION: BE IT RESOLVED, that the Board of Education approve Travis Knauss as Music Coordinator for the 2016-2017 in the amount of \$1,106.00.

F. MOTION: BE IT RESOLVED, that the Board of Education approve the FMLA of Calynn Rosano to return on October 17, 2016.

G. MOTION: BE IT RESOLVED, that the Board of Education approve Robert Stephens as substitute custodian at the rate of \$14.00 per hour.

Roll Call

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

CURRICULUM:

13. Consent Agenda:

A motion was made by Stacey Atkinson and seconded by Mary Smith-Jones to approve the following action items A through C 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 Elizabeth Giacobbe Merit Goals for the 2016-2017 school year.

B. MOTION: BE IT RESOLVED, that the Board of Education approve the NJQSAC Statement of Assurance for the 2016-2017 school year.

C. MOTION: BE IT RESOLVED, that the Board of Education approve the Nursing Services Plan for the 2016-2017 School Year.

Roll Call

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

PROFESSIONAL DEVELOPMENT:

14. Consent Agenda:

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

A. MOTION: BE IT RESOLVED, that the Board of Education approve the Professional Development for Rachel Fox to attend the Literacy Symposium workshop on October 21, 2016 at Monmouth University, West Long Branch, NJ, in the amount of \$100.00.

B. MOTION: BE IT RESOLVED, that the Board of Education approve the Professional Development for Wayne Shareef to attend the 2016 New Jersey Science Convention workshop on October 25-26, 2016 at the Princeton Marriott Forrester in Princeton, NJ in the total amount of \$295.00 for both days.

C. MOTION: BE IT RESOLVED, that the Board of Education approve the Professional Development for Kerri Lawler to attend the Schoolwide Literacy: Responsive Literacy Practice workshop on October 20, 2016 at the Princeton Marriott at Forrester in Princeton, NJ. There will no cost to the district.

D. MOTION: BE IT RESOLVED, that the Board of Education approve the Professional Development for Leigh-Ann Esaia to attend the Maximizing Your Language Therapy workshop on December 12, 2016 in Cherry Hill, NJ in the amount of \$245.00.

E. MOTION: BE IT RESOLVED, that the Board of Education approve the Professional Development for Elizabeth Giacobbe to attend the NJSBA Convention on November 10th & 11th, 2016 in Atlantic City, NJ.



F. MOTION: BE IT RESOLVED, that the Board of Education approve Larissa Druding and Brooke Vermes to attend the State of New Jersey Department of Education Writing Conference on November 18th and December 7th, 2016 and March 24th, and June 9th, 2017. The June 9th Conference date will include 6 students.

Roll Call

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

POLICIES:

15. A motion was made by Stacey Atkinson and seconded Jean Wetherill, BE IT RESOLVED, that the Board of Education approve the 1st reading of policy 5756 Transgender Student.

Roll Call

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

FIELD TRIP:

16. A motion was made by Jean Wetherill and seconded by Mary Smith-Jones, BE IT RESOLVED, that the Board of Education approve the field trip for Wayne Shareef, Glenn Dempster, Melanie Kranz, and Brooke Vermes attend Rowan University, 201 Mullica Hill Road, Glassboro, NJ, on November 15, 2016, 48 students and 4 chaperones. There will no cost to the district. There will be a cost for transportation.

Roll Call

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

17. Old Business

There was no old business for the month.

18. New Business

Mr. Wolbert reminded the Board of Education that they must set goals in the near future.

19. Superintendent's Report



A. Enrollment Report: 301 students

B. Attendance Report

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

C. Nurse's Report

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

D. Discipline Report

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

E. H.I.B. Incidents:

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

F. Drills:

- Bus Evacuation Drill – October 6, 2016 – 10:00 AM
- Fire Drill – October 11, 2016 – 1:54 PM – 2 minutes 55 seconds

20. Correspondence

There was no correspondence for the month.

21. Board Comments

There were no Board comments for the month.

22. Public Comments

The open to the public comment portion of the meeting began at 8:16 p.m. and closed at 8:16 p.m.

There were no comments from the public.

23. MOTION: RESOLUTION

A motion was made by Stacey Atkinson and seconded by Mary Smith-Jones, Authorizing Executive Session of the Beverly City Board of Education for the purpose of discussion of CSA Evaluation and legal matters.

WHEREAS, N.J.S.A. 10:4-12 allows for a Public Body to go into closed session during a Public Meeting; and



WHEREAS, the Beverly City Board of Education ("Board") has deemed it necessary to go into closed session to discuss certain matters which are exempt from public discussion.

NOW, THEREFORE, BE IT RESOLVED that the Beverly City Board of Education will go into closed session for the following reasons as permitted under N.J.S.A. 10:4-12:

CSA Evaluation and legal matters

BE IT FURTHER RESOLVED that the Board hereby declares that its discussion of the aforementioned subject matter may be made public at a time when the Board Attorney advises the Board that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the Board or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the Board, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the Board Secretary to take the appropriate action to effectuate the terms of this resolution. It is estimated that the Board will return to open session at 9 pm.

24. Adjournment

A motion was made by Jean Wetherill and seconded by Mary Smith-Jones to adjourn the Board of Education Meeting at 9:04 p.m.

Roll Call

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

Respectfully submitted:

Brian F. Savage, Ed.D.

Staff Accountant/Board Secretary