

**Magnolia School District  
Board of Education  
Regular Meeting  
Minutes  
April 19, 2016  
7:00 P.M.**

Mrs. Karen Sorbello opened the regular meeting at 7:01 p.m., leading the Pledge of Allegiance.

Mrs. Karen Sorbello called the meeting to order at 7:01 p.m. at which time the following statement was read: *“The New Jersey Open Public Meetings Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Magnolia Board of Education has caused notice of this meeting to be published by having the date, time, and place thereof posted in the Courier Post, and at the entrance of Magnolia School, and the Magnolia Borough Hall.”*

<b>Roll Call</b>	Mrs. Joyce Albrecht	Present
	Mr. Nick D’Amico	Present
	Ms. Rebecca DePrince	Present
	Mrs. Jennifer Gray	Present
	Mr. Edward Hoban	Absent
	Mrs. Rebecca Lang Staffieri	Present
	Mrs. Karen Sorbello	Present

**Other Attendees** Dr. Warren Pross, Superintendent  
Mr. Greg Gontowski, Business Administrator/Board Secretary  
Mr. Brett Gorman, Solicitor

**Mission Statement** Mission Statement was read by Rebecca DePrince

**Approval of Minutes**

- Minutes and Executive Session Minutes of the Regular Board of Education meeting held on March 15, 2016.

**Motioned by Jennifer Gray, Seconded by Nick D’Amico**

**Vote: To approve Minutes  
Voice Vote. All in favor**

**Audience  
Participation I**

**Motion Approved**  
**Audience Participation I** - None in attendance

**BOE Business**

**BOARD OF EDUCATION BUSINESS**

- Unfinished Business**           • None
- New Business**               • None
- State and Local School Board Association**           • County meeting on May 3<sup>rd</sup>

**Superintendent's Report**

**Superintendent's Report**

**Motion to Approve Superintendent's Personnel Items 1 and 2**

**Mrs. Brosious –  
Work four weeks in  
the summer 2016**

1. Mrs. Sandy Brosious to work for four weeks over the summer at 20 hours a week to continue cataloging and computerizing the collection of books for the Media Center at a stipend of \$800/80hrs at \$10.00an hour

**Mr. Ayer –  
Substitute Teacher  
2015-2016**

2. Ratification of Mr. Wesley Ayer as a substitute teacher for the remainder of the 2015-2016 school year at a rate of \$80.00 a day

**Motion by Rebecca DePrince, Seconded by Nick D'Amico**

**Roll Call Vote. All in favor: Albrecht, D'Amico, DePrince, Gray, Sorbello, and Lang Staffieri (6-0-0)**

**Motion Approved**

**Motion to Approve Superintendent's Workshops Items 1 and 2**

**Mrs. McGovern –  
Workshop 5/10/16**

1. Mrs. Maria McGovern to attend a workshop entitled, Using Guided Reading to Help Your Students Achieve or Exceed Your State Standards for Reading, on May 10, 2016 in Cherry Hill, NJ at a cost of \$239.00 (to be taken out of Title 2)

**Mrs. Singleton –  
Workshop 5/11/16**

2. Mrs. Tricia Singleton to attend a workshop entitled, Using Guided Math to Strengthen Your Students' Math Achievement, on May 11, 2016 in Cherry Hill, NJ at a cost of \$239.00 (to be taken out of Title 2)

**Motion by Rebecca DePrince, Seconded by Lang Staffieri**

**Roll Call Vote. All in favor: Albrecht, D'Amico, DePrince, Gray, Sorbello, and Lang Staffieri (6-0-0)**

**Motion Approved**

**Tabled Policies #1**

**Tabled Policies Item #1**

1. 2nd reading of policy #5330.01 Administration of Medical Marijuana (attached)

**Discussed Bylaw  
#0169**

**Motion to Approve Superintendent's Policies Item 2**

2. To discuss Bylaw #0169, Board Member Use of Electric Mail/Internet (attached)

**Motion by Nick D'Amico, Seconded by Jennifer Gray**

**Roll Call Vote. All in favor: Albrecht, D'Amico, DePrince, Gray, Sorbello, and Lang Staffieri (6-0-0)**

**Motion Approved**

**Informational Items:**

**General**

**Building and  
Grounds**

**A. Building and Grounds**

1. A fire drill was conducted on March 11, 2016
2. A lock down was conducted on March 22, 2016

**Curriculum**

**B. Curriculum**

1. Teacher Evaluations
  - Walkthroughs -26
  - Long evaluations - 42
  - Short evaluations – 68
  - Conferences - 5

**Finance**

**C. Finance - None**

**Interdistrict**

**D. Interdistrict – None**

**Negotiations**

**E. \*Negotiations/Contractual (Executive Session) - None**

**Policy/Procedure**

**F. Policy/Procedure**

- The following revised policy from Strauss Esmay Associates (Approval was given at the Special Meeting on May 25, 2010 to allow the Superintendent to update policy alerts from Strauss Esmay Associates.)  
2415.04

**Public  
Relations/Liaison**

**G. Public Relations/Liaison**

1. HIB Report: No new cases to report

**Student/Parental  
Issues and Concerns**

**H. Student/Parental Issues and Concerns – None**

- Principal's Report**      **I. Principal's Report**
1. Mr. Johnson's principal report (enclosed)
- Board Secretary Report**      **BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORT**
- Informational Items:**
- Ethics Form
- Board Actions**      **Board Actions:**
- Motion to approve Items A thru C**
- Monthly Reports**      **A. Monthly Reports**
- The Budget Summary and Revenue Summary for the month of February 2016 (**Attachment A1 and A2**).
- Transfer of Funds**      **B. Transfer of Funds**
- The attached transfer list, with the recommendation of the Superintendent, for the month of February 2016 (**Attachment B1**).
- Financial Reports**      **C. Financial Reports**
1. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of February 2016. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A – 16.10 (c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. (**Attachment C1**)
  2. Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of February 2016. The Treasurer's Report and Secretary's report are in agreement for the month of January 2016. (**Attachment C2**)
  3. Board Secretary in accordance with N.J.A.C. 6A:23A – 16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.
  4. Board of Education Certification – pursuant to N.J.A.C. 6A:23A – 16.10 (c) 4 We certify that after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major accounts or fund

has been over expended in violation of N.J.A.C. 6A:23A – 16.10 (b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

**Motioned by Jennifer Gray, Seconded by Rebecca DePrince**

**Roll Call Vote. All in favor: Albrecht, D’Amico, DePrince, Gray, Sorbello, and Lang Staffieri (6-0-0)**

**Motion Approved**

**Motion to approve Item D**

**Warrants**

**D. Warrants**

The attached bill lists:

- March 2016 payroll (**Attachment D1**)
- April 2016 warrants (**Attachment D2**)

**Motioned by Nick D’Amico, Seconded by Joyce Albrecht**

**Roll Call Vote. All in favor: Albrecht, D’Amico, \*\*\*DePrince, Gray, Sorbello, and Lang Staffieri (5-0-1)**

**\*\*\* Ms. DePrince abstains with regard to the State of New Jersey and or its agents\*\***

**Motion Approved**

**Motion to approve Items E thru H**

**Camden County Elementary League 2016-2017**

- E. Camden County Elementary League**  
To approve the attached resolution for participation in the Camden County Elementary League for the 2016-2017 school year (**Attachment E1**).

**Camden County Educational Services Commission 2016-2017**

- F. Camden County Educational Services Commission**  
To approve the attached General Services Contract with Camden County Educational Services Commission for the 2016-2017 school year (**Attachment F1**).

**Shared Services Agreement – Woodlynne 2016-2017**

- G. Shared Services Agreement**  
To approve shared service agreement with Woodlynne Board of Education for Business Office Services in the amount of \$132,600.00 for the 2016-2017 school year (**Attachment G1**).

**Risk Management Consultant**

- H. Risk Management Consultant**

To approve the attached resolution appointing a risk management consultant (**Attachment H1**).

**Motion by Jennifer Gray, Seconded by Nick D'Amico**

**Vote: To approve Items E, G and H**

**Roll Call Vote. All in favor: Albrecht, D'Amico, DePrince, Gray, Sorbello, and Lang Staffieri (6-0-0)**

**Vote: To approve Item F**

**Roll Call Vote. All in favor: Albrecht, D'Amico, \*\*\*DePrince, Gray, Sorbello, and Lang Staffieri (5-0-1)**

**\*\*\*DePrince abstained**

**Motion Approved**

**Motion to approve Items I and J**

**Change Order -  
Roof**

**I. Change Order - Roof**

To approve change order #1 in the amount of (\$18,000.00) to SJTP for the roof replacement project (**Attachment I1**).

**Building Project –  
Windows and  
Casework**

**J. Building Project – Windows and Casework**

To approve shared service agreement with SJTP to complete the Magnolia Window Project and the Casework Project (State Project #2890-050-14-G3ET) in the amount of \$736,589.10 and \$267,332.00, respectively.

**Motioned by Jennifer Gray, Seconded by Rebecca DePrince**

**Vote: To approve Items I and J**

**Roll Call Vote. All in favor: Albrecht, D'Amico, DePrince, Gray, Sorbello, and Lang Staffieri (6-0-0)**

**Motion Approved**

**Motion to approve Item K**

**Newspaper –  
Courier Post and  
The Retrospect**

**K. Newspaper**

It is recommended that the Board of Education approve the following official newspapers for the 2015-2016 school year:

- Courier Post
- The Retrospect as alternate

**Motioned by Rebecca DePrince, Seconded by Joyce Albrecht**

**Vote: To approve Item K**  
**Voice Vote. All in favor**

**Audience  
Participation II**

**Audience Participation II** - None in attendance

**Motion Approved**

**Recess into Closed  
Session**

**RECESS INTO CLOSED SESSION at approximately 7:31 p.m.**

**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 Board of Education of the Magnolia Township School District has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and

**WHEREAS**, the regular meeting of this Board of Education will reconvene at the conclusion of closed session, at approximately **7:35** p.m. this evening.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education of the Magnolia Township School District will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12

- Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body (Specify contract: MSEA);

Under certain circumstances, if public disclosure of the matter would have a potentially negative impact on the District's position in the litigation or negotiation, this information may be withheld until such time that the matter is concluded or the circumstances no longer present a potential impact);

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

**BE IT FURTHER RESOLVED** that the Board of Education, 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.

**Motioned by Nick D'Amico, Seconded by Joyce Albrecht**

**Vote: To Enter Executive Session**  
**Voice Vote. All in favor**

**Action will not be taken after Executive Session**

**Resumption to  
Public Portion of the  
Meeting**

**RESUMPTION OF PUBLIC PORTION OF THE MEETING – 7:36 pm**

**Motioned by Nick D’Amico, Seconded by Rebecca Lang Stafferi**

**Vote: To approve Resumption of Public Portion of the Meeting  
Voice vote. All in favor.**

**Presentation**

**Presentations:**

- Mr. Jesse Adams from New Jersey School Boards – Ethics Presentation

**Adjournment**

**ADJOURNMENT**

**Motion to adjourn meeting at 9:22 pm by Nick D’Amico, Seconded by  
Rebecca DePrince.**

**Vote: To Adjourn meeting  
Voice Vote. All in favor**

**Respectfully submitted,**

**Greg Gontowski  
Board Secretary**



