

**Magnolia School District
Board of Education
Regular Meeting
Minutes
March 15, 2016
7:00 P.M.**

Mrs. Karen Sorbello opened the regular meeting at 7:00 p.m., leading the Pledge of Allegiance.

Mrs. Karen Sorbello called the meeting to order at 7:00 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.”*

Roll Call

Mrs. Joyce Albrecht	Absent
Mr. Nick D’Amico	Present
Ms. Rebecca DePrince	Present
Mrs. Jennifer Gray	Present
Mr. Edward Hoban	Present
Mrs. Rebecca Lang Staffieri	Absent (Arrived at 7:05)
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 Karen Sorbello

Approval of Minutes

- Minutes and Executive Session Minutes of the Regular Board of Education meeting held on February 16, 2016.

Motioned by Rebecca DePrince, Seconded by Edward Hoban

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

Audience Participation I

Open Audience Participation I – AGENDA ITEMS ONLY -

Motioned by Edward Hoban, Seconded by Nick D’Amico

**Vote: To approve opening of Audience Participation I
Voice Vote. All in favor**

NONE

Close Audience Participation I

Close Audience Participation I

Motioned by Edward Hoban, Seconded by Rebecca DePrince

BOE Business

**Vote: To approve closing of Audience Participation I
Voice vote. All in favor**

Rebecca Lang Staffieri Arrived

BOARD OF EDUCATION BUSINESS

Unfinished Business

❖ **Rebecca Lang Staffieri arrived 7:05 p.m.**

New Business

- None

State and Local School Board Association

- None

- Karen Sorbello 8th Grade dialogue

Superintendent's Report

Superintendent's Report

Presentations:

Presentation

- Student Government Representative

Motion to Approve Superintendent's Personnel Items 2 and 3

Tara Mortimer-Substitute Lunchroom Aid

2. Ratification of Mrs. Tara Mortimer as substitute lunchroom aide at a rate of \$30.00 a day

Lee Fountain-Substitute Teacher 15-16

3. Ratification of Mr. Lee Fountain as substitute teacher for the remainder of the 2015-2016 school year at a rate of \$80.00 a day

Motion by Jennifer Gray, Seconded by Rebecca DePrince

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

Motion Approved

Motion to Approve Superintendent's Personnel Item 4

Achieve Program

4. The following employees to work the Achieve Program, a test preparation program which focuses on test strategies for the upcoming PARCC at a stipend of \$700.00 each **Total = \$2800.00**
(to be taken out of general fund)
Teachers: Camerieri, Cogan, Rutherford, and Taylor

Motion by Rebecca DePrince, Seconded by Edward Hoban

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

Motion Approved

Motion to Approve Superintendent's Personnel Items 5 thru 14

Extended School Year

5. Extended School Year from July 5 to July 21, 3.75 hours a day, 3 days a week, for 3 weeks = \$1181.25 each for 33.75 hrs **Total = \$2,363.50**
(To be taken out of general fund)
Teachers: Dobleman and E. Sorrentino
One on One and teaching assistants: 3.75 hours a day, 3 days a week for 33.75 hours \$337.50 each **Total = \$1,350.00**
Celecki, Nicholson, Sebestiano, and Shockley

Summer Nursing Service

6. Summer Nursing Services from July 5 to July 21, 4 hours a day, 3 days a week for 3 weeks = \$1260.00/36hrs **Total = \$1260.00**

Summer Enrichment Program

(to be taken out of general fund)

7. Summer Enrichment Program from July 5 to July 21, 3 hours a day, 2 days a week, for 3 weeks = \$630 each 18 hrs **Total = \$1260.00**
Teachers: Dellaporta (grades 1-3) and Camerieri (4-6)
(to be taken out of general fund)

Summer Curriculum Writing

8. Summer Curriculum Writing (Science)
20 hours total = \$700 each 20hrs **Total = \$4200.00**
Teachers: J. Anastasi, Keane, Kilpatrick, Pontarelli, Singleton, and P. Sorrentino
(to be taken out of general fund)

Summer Book Club

9. Summer Book Club from July 11 to July 26
3 hours a day, 3 days a week for 2 weeks = 630/18hrs **Total = \$630.00**
Teacher: Rutherford
(to be taken out of general fund)

Summer Math Club

10. Summer Math Club from July 11 to July 16
3 hours a day, 3 days a week for 2 weeks = \$630/18 hrs **Total = \$630.00**
Teacher: Cogan
(to be taken out of general fund)

Summer Wilson Reading Clinic

11. Summer Wilson Reading Clinic from July 5 to July 21, 4 hours a day, 2 days a week for 3 weeks - \$840/24hrs **Total = \$840.00**
Teacher: Livingston
(to be taken out of general fund)

Kindergarten Teacher Stipend – Kilpatrick, Shields & Stahl

12. The following Kindergarten teachers to receive a stipend of \$210.00 each for Summer Kindergarten screening **Total = \$630.00**

**Kindergarten
Teachers Stipend-
Kilpatrick,
Sheilds, & Stahl**

(to be taken out of general fund)

Ms. Allison Kilpatrick, Mrs. Lorraine Sheilds, and Mrs. Dana Stahl

- 13.** The following Kindergarten teachers to receive a stipend of \$100.00 each for Gold classroom setup over the summer **Total = \$300.00**

(to be taken out of general fund)

Ms. Allison Kilpatrick, Mrs. Lorraine Sheilds, and Mrs. Dana Stahl

**Marlon Meyer –
Per Diem**

- 14.** Mr. Marlon Meyer to work at a per diem rate of \$384.40 as per current contract; days to be determined by the Superintendent (15 days maximum) to perform maintenance and updates on the districts computers **Total = \$5766.00**

(to be taken out of general fund)

Motion by Jennifer Gray, Seconded by Rebecca DePrince

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

Motion Approved

**Karen
Macpherson –
Changed her Title
to Director of
Curriculum**

Motion to Approve Superintendent’s Personnel Item 1

- 1.** Mrs. Karen Macpherson to change her title from Supervisor of Curriculum to Director of Curriculum: Superintendent to discuss

Motioned by Jennifer Gray, Seconded by Edward Hoban

Vote: To approve Item 1

Voice vote. All in favor

Motion Approved

Motion to Approve Superintendent’s Policies Item 1

**Reading Policy
#5330.01**

- 1.** 1st reading of policy # 5330.01 Administration of Medical Marijuana (attached)

Motion by Edward Hoban, Seconded by Rebecca Lang Staffieri

Vote: To approve Item 1

Voice Vote. All in favor

Motion Approved

Motion to Approve Superintendent’s Policies Item 2

**Revised Policies
Strauss Esmay
Associates**

- 2.** The following revised policies 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.)
0167, 2422, 2431, 5111, 5310, and 8462

Motion by Edward Hoban, Seconded by Rebecca DePrince

Vote: To approve Policies Item 2
Voice Vote. All in favor

Motion Approved

Motion to Approve Superintendent's Plans Items 1 and 2

**Submission – State
of NJ Dept. of Ed –
Correction Actin
Plan**

1. Submission to the State of New Jersey Department of Education Office of Fiscal Accountability and Compliance the Consolidated Monitoring Correction Action Plan for Elementary and Secondary Education Act (ESEA) and the Individuals with Disabilities Education Act (IDEA)
2. Submission to the New Jersey State Department of Education The Comprehensive Equity Plan for the years 2016-2019

**Submission - NJ
Comprehensive
Equity Plan2016-
2019**

Motion by Edward Hoban, Seconded by Jennifer Gray

Vote: To approve Plans Items 1 and 2
Voice Vote. All in favor

Motion Approved

Motion to Approve Superintendent's Plan Item 3

**Dr. Pross, Ralph
Johnson & Karen
Macpherson –
Action Team
Comp. Eq. Plan**

3. Dr. Warren L. Pross, Mr. Ralph Johnson, and Mrs. Karen Macpherson as the Affirmative Action Team to develop a Needs Assessment for the Comprehensive Equity Plan for the years 2016-2019

Motion by Edward Hoban, Seconded by Nick D'Amico

Vote: To approve Item Plan Item 3
Voice Vote. All in favor

Motion Approved

Motion to Approve Superintendent's Workshop Item 1

**Dana Stahl –
Workshop 5/17/16**

1. Mrs. Dana Stahl to attend a workshop on May 17, 2016 in Cherry Hill NJ entitled Practical Strategies for Helping Your Kindergartners Achieve Your State Standards at a cost of \$239.00 (to be taken out of professional development)

Motion by Edward Hoban, Seconded by Nick D'Amico

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

Motion Approved

Motion to Approve Superintendent’s Trip

**Field Trip –
Academy of
Natural Sciences
5/19/16**

1. The second grade class trip to the Academy of Natural Sciences in Philadelphia, Pa on Thursday, May 19, 2016: Superintendent to discuss

Motion by Edward Hoban, Seconded by Rebecca Lang Staffieri

Vote: To approve Trip Item 1

Voice Vote. All in favor

***Nick D’Amico and Rebecca DePrince Abstained**

Motion Approved

Informational Items:

General

**Building and
Grounds**

A. Building and Grounds

1. A fire drill was conducted on February 22, 2016
2. A shelter in place lockdown was conducted on February 29, 2016
3. ROD Grant: Updated

Curriculum

B. Curriculum

1. Teacher Evaluations
 - Walkthroughs plus conferences – 26
 - Long evaluations - 38
 - Short evaluations – 62
 - Conferences - 5

Finance

C. Finance - None

Interdistrict

D. Interdistrict – None

Negotiations

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

Policy/Procedure

F. Policy/Procedure - None

**Public
Relations/Liaison**

G. Public Relations/Liaison - None

**Student/Parental
Issues and
Concerns**

H. Student/Parental Issues and Concerns

1. HIB Report – Investigation completed; reported to Board

Principal's Report

I. Principal's Report

1. Mr. Johnson's principal report (**Attachment**)

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 January 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 January 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 January 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 January 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 Edward Hoban, Seconded by Jennifer Gray

**Vote: To approve Items A thru C
Voice Vote. All in favor**

Motion Approved

Motion to approve Items D and E

Warrants

D. Warrants

The attached bill lists:

- January 2016 payroll (**Attachment D1**)
- January through February 2016 warrants (**Attachment D2**)

Voided Check

E. Void Check

To approve voiding of the following general fund checks:

2680	National Vision Administrators	07/30/14	\$375.29
2929	S&S Worldwide	09/17/14	\$3.47
3638	AIM Academy	05/05/15	\$249.00

Motion by Edward Hoban, Seconded by Nick D’Amico

**Vote: To approve Items D and E
Voice Vote. All in favor**

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

Motion Approved

Motion to approve Items F thru H

Salaries Charged to Grants

F. Salaries Charged to Grants

To approve the attached chart showing the salaries charged to grants in the 2015-2016 school year (**Attachment F1**)

Just Kids

G. Just Kids

To approve contract with Archway Programs to run Just Kids for the 2016-2017 school year.

**NCLB
Amendment**

H. NCLB Amendment

To approve submission of the NCLB Amendment to the county for the 2015-2016 school year.

Motioned by Edward Hoban, Seconded by Nick D’Amico

Vote: To approve Items F and H

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

Vote: To approve Item G

Roll Call Vote. All in favor: D’Amico, *DePrince, Gray, Hoban, Sorbello, and **Lang Staffieri (4-1-1)

*** Rebecca DePrince Voted No Item #G**

****Rebecca Lang Staffieri abstained Item #G**

Motion Approved

Motion to approve Item I

**16-17
Budge/Resolution**

I. 2016-2017 Budget and Resolution

It is recommended that the Board of Education approve 2016-2017 School Year Budget, and Resolution, for submission to the Executive County Office of Education.

Educational Priorities

- Curriculum/Instruction
- Academic enhancement
- Student support/success
- Technology Advances

Goals and Objectives for 2016-2017 Budget

- Maintain current programs and staff
- Minimize tax impact – Remaining within the tax levy cap
- Maintain school sports and extra-curricular activities/clubs

RESOLUTION

WHEREAS, the Magnolia School District has developed its 2016-2017 School Budget,

WHEREAS, NJAC 6:19-2.7 (a) requires Magnolia Board of Education to adopt and submit a formal Board resolution, and provide evidence that the proposed capital expenditures were the result of long term planning related to classroom instruction and periodic schedule of equipment replacement as exhibited in the school's technology plan,

BE IT RESOLVED to approve the 2016-2017 school budget as presented by the administration which includes the following:

	Budget	Local Tax Levy
General Fund	\$8,227,537.00	\$3,810,288.00
Special Revenue Fund	\$217,570.00	
Debt Service Fund	\$285,363.00	\$202,325.00
Total Base Budget	\$8,730,470.00	\$4,012,613.00

See Attachments (Revenues and Appropriations)

Motioned by Edward Hoban, Seconded by Jennifer Gray

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

Motion Approved

Open- Audience Participation II

Open Audience Participation II

Motioned by Edward Hoban, Second by Jenifer Gray

Vote: To Open Audience Participation II

Voice Vote. All in favor

- Kelly Stout 201 Wilson Road – Handed out a schedule for 2017 8th grade booster club.

Closed Audience Participation II

Closed Audience Participation II

Motioned by Jenifer Gray, Seconded by Edward Hoban

Vote: To Open Audience Participation II

Voice Vote. All in favor

Recess into Closed Session

RECESS INTO CLOSED SESSION at approximately 7:56 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 **8:06** 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 pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer (If pending or anticipated litigation, the matter is: Litigation regarding student #3395795070 and update on HIB)

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 Rebecca DePrince, Seconded by Nick D'Amico

**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 – 8:09 pm

Motioned by Nick D'Amico, Seconded by Edward Hoban

**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 to explain the process for the Superintendent and Board Self Evaluation

Adjournment

ADJOURNMENT

Motion to adjourn meeting at 9:20 pm by Jenifer Gray, Seconded by Nick D'Amico.

Vote: To Adjourn meeting

Voice Vote. All in favor

Respectfully submitted,

**Greg Gontowski
Board Secretary**

