

**Magnolia School District
Board of Education
Regular Meeting
Minutes
December 15, 2015
7:00 P.M.**

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

Mrs. Shelley Wilson 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.”*

Roll Call

Mrs. Joyce Albrecht	Present
Ms. Rebecca DePrince	Absent (Arrived at 7:02)
Mrs. Jennifer Gray	Present
Mr. Edward Hoban	Present
Mrs. Karen Sorbello	Present
Mrs. Shelley Wilson	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 Edward Hoban

**Rebeca DePrince
Arrived**

***Rebecca DePrince arrived at 7:02 p.m.**

Approval of Minutes

- Minutes of the Regular Board of Education meeting held on November 17, 2015.

Motioned by Karen Sorbello, Seconded by Edward Hoban

Vote: To approve Minutes of the Regular Board of Education meeting held on November 17, 2015

Voice Vote. All in favor

***Rebecca DePrince Abstained**

Audience Participation

I

Open Audience Participation I – AGENDA ITEMS ONLY -

Motioned by Karen Sorbello, Seconded by Edward Hoban

**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 Karen Sorbello

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

Presentation

Presentations: Student Government Representatives

**Board of Education
Business**

BOARD OF EDUCATION BUSINESS

Unfinished Business

- Jennifer Gray – Forms are needed to post photos to facebook

New Business

- Joyce Albrecht – Requested to occasionally have a presentation on current legal decisions.

**State and Local School
Board Association**

- None

**Superintendent’s
Report**

Superintendent’s Report

Motion to Approve Superintendent’s Personnel Items 1 thru 4

Personnel

**With regret
accept the resignation
of Melody Larangeria**

1. To accept with regret the resignation of Mrs. Melody Larangeria, speech teacher, effective January 11, 2016

**With regret
accept the resignation
of Chelstina Bailey**

2. Ratification of the resignation of Ms. Chelstina Bailey, teacher’s assistant, effective November 30, 2015

**Carol Pipitone-
Nicholson – Teacher’s
Assistant**

3. Ms. Carol Pipitone-Nicholson, teacher’s assistant, beginning January 1, 2016 on Step 2 at a starting salary of \$14, 32

**Gina Horiates –
Advanced Band
Stipend**

4. Ms. Gina Horiates to chair beginning and advanced band (stipend as per contract)

Motion by Karen Sorbello, Seconded by Edward Hoban

**Roll Call Vote. All in favor: Albrecht, DePrince, Gray, Hoban, Sorbello,
and Wilson (6-0-0)**

Motion Approved

Motion to Approve Superintendent's Workshops Items 1 and 2

**C. Jedlicka and
Charlene Finley –
Workshop 2/19/15**

1. Mrs. Cara Jedlicka and Mrs. Charlene Finley to attend a workshop in Cherry Hill NJ on February 19, 2016 entitled Cognitive Behavioral Therapy and Mindfulness at a cost of \$199.00 per person (to be taken out of professional development)

**Book for Workshop
2/19/15**

2. A mindfulness book entitled Living though Challenges and Enriching Your Life In This Moment (distributed at the above workshop) at a cost of \$24.95

Motion by Karen Sorbello, Seconded by Edward Hoban

Roll Call Vote. All in favor: Albrecht, DePrince, Gray, Hoban, Sorbello, and Wilson (6-0-0)

Motion Approved

Motion to Approve Superintendent's Trips Items 1 and 2

**Band/Glee Club Field
Trip 2/19/15 Pitman
Theatre and Deptford
Skating Rink**

1. The Band and Glee club trip on Friday, February 19, 2016 to the Pitman Theatre and the Deptford Skating Rink (this is not a board expensed trip)

**Bank/Glee Club Field
Trip 6/3/16 Great
Adventure**

2. The Band and Glee Club trip to Great Adventure on Friday, June 3, 2016 (this is not a board expensed trip)

Motion by Edward Hoban, Seconded by Karen Sorbello

**Vote: To approve Field Trip
Voice vote. All in favor**

Motion Approved

Motion to Approve Superintendent's Policies Item 1

**Updated Policies from
Strauss Esmay**

1. The following updated policies from Strauss Esmay Associates (Approval was given at the Special Meeting on May 25, 2011 to allow the Superintendent to update policy alerts from Strauss Esmay Associates.)
1240, 3221, 3222, 3223, 3224, 3431.1, 4431.1

Motion by Karen Sorbello, Seconded by Rebecca DePrince

**Vote: To approve Policy
Voice vote. All in favor**

Motion Approved

Informational Items:

Building and Grounds

A. Building and Grounds

1. A fire drill was conducted on November 4, 2015
2. A lockdown was conducted on November 13, 2015
3. Security: Superintendent to discuss

Curriculum

B. Curriculum

Teacher Evaluations

- Walkthroughs plus conferences – 26
- Long evaluations – 30
- Short evaluations – 20

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 – No reports – 9/1/15 to present

Superintendent thanked Shelley Wilson for years of service in Magnolia BOE (**Attachment**)

Principal's Report

I. Principal's Report

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

BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORT

Informational Items:

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 October 2015 (**Attachment A1** and **Attachment A2**).

Transfer of Funds

B. Transfer of Funds

The attached transfer list, with the recommendation of the Superintendent, for the month of October 2015 (**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 October 2015. 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 October 2015. The Treasurer's Report and Secretary's report are in agreement for the month of August 2015. (**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 Karen Sorbello, Seconded by Jennifer Gray

Roll Call Vote. All in favor: Albrecht, DePrince, Gray, Hoban, Sorbello, and Wilson (6-0-0)

Motion Approved

Motion to approve Item D

Warrants

D. Warrants

- November 2015 payroll (**Attachment D1**)
- December 2015 warrants (**Attachment D2**)

Motioned by Karen Sorbello, Seconded by Edward Hoban

Roll Call Vote. All in favor: Albrecht, **DePrubce, Gray, Hoban, Sorbello, and Wilson (5-0-1)**

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

Motion Approved

Motion to approve Items E thru J

SEMI Waiver

E. SEMI Waiver

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2016-2017 year, and

Whereas, the Magnolia Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 30 Medicaid eligible classified students.

Now Therefore Be It Resolved, that the Magnolia Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Camden an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2014-15 school year.

**Greg Gontowski –
Qualified Purchasing
Agent**

F. Qualified Purchasing Agent - To appoint Greg Gontowski as the Qualified Purchasing Agent for the 2015-2016 school year effective October 8, 2015.

**Resolution – Qualified
Purchasing Agent**

G. Resolution Increasing the Bid Threshold – Qualified Purchasing Agent

WHEREAS, Greg Gontowski, School Business Administrator/Board Secretary possesses a qualified purchasing agent (QPA) certificate;

WHEREAS, the Governor, in consultation with the State Treasurer and pursuant to N.J.S.A. 18A:18A-3 (b), on July 1 , 2015 has increased the bid threshold amount for school districts with purchasing agents who possess qualified purchasing agent certificates, from \$36,000 to \$40,000;

NOW, THEREFORE BE IT RESOLVED that the Magnolia Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$40,000 for the board of education, and further authorizes Greg Gontowski to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

Budget Calendar

H. Budget Calendar - To approve the 6-2017 Budget Manual/Calendar. (Attachment H1)

Terminate Shared Service Agreement with Sterling High School

I. Shared Service Agreement – To terminate the business office shared service agreement with Sterling High School Board of Education effective December 15, 2015.

June 30, 2015 Audit Report

J. Audit – To approve acceptance of the June 30, 2015 audit report with no recommendations. The audit was officially presented at the December 15, 2015 meeting and a summary of audit was made available to the public.

Motioned by Karen Sorbello, Seconded by Edward Hoban

**Vote: To approve Items E thru J
Voice vote. All in favor**

Motion Approved

Audience Participation II

Audience Participation II - None in attendance

Adjournment

ADJOURNMENT

Motion to adjourn meeting at 7:50 pm by Karen Sorbello, Seconded by Rebecca DePrince.

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

Respectfully submitted,

**Greg Gontowski
Board Secretary**

