

**Magnolia School District
Board of Education
Regular Meeting
Minutes
February 19, 2019
7:00 P.M.**

- Roll Call** Mrs. Karen Sorbello opened the regular meeting at 7:02 p.m., leading the Pledge of Allegiance.
- | | |
|-----------------------------|---------|
| Mrs. Joyce Albrecht | Present |
| Ms. Rebecca Ammen | Present |
| Mr. Nick D'Amico | Present |
| Mr. Edward Hoban | Present |
| Mrs. Rebecca Lang Staffieri | Present |
| Mr. Eric Virostek | Present |
| Mrs. Karen Sorbello | Present |
- Other Attendees** Mrs. Karen Macpherson, Superintendent
Mr. Greg Gontowski, Business Administrator/Board Secretary
Ms. Susan Hodges, Solicitor
- Mission Statement** Mission Statement was read by Karen Sorbello
- Approval of Minutes**
- Minutes of the Regular Board of Education meeting held on January 2, 2019
- Motioned by Nick D'Amico, Seconded by Edward Hoban
- Vote:** To approve Minutes January 2, 2019
Voice Vote. All in favor
- Student of the Month Presentation** Motion Approved
- Audience Participation I** Student of the month presentation
- Open Audience Participation I – AGENDA ITEMS ONLY**
- Motioned by Rebecca Lang Stafferi, Seconded by Edward Hoban
- Vote:** To approve opening of Audience Participation I
Voice Vote. All in favor
- 8th Grade Class Trip** Roy Condell – Presented trip itinerary for 8th grade booster club.
- Motion to approve 8th grade class trip as presented by the 8th grade booster club.**

Motion by Rebecca Lang Stafferi, Seconded by Nick D’Amico

Vote: To approve 8th Grade Class Trip

Roll Call Vote. All in favor: Mrs. Albrecht, Mrs. Ammen, Mr. D’Amico, Mr. Hoban, Mrs. Lang Staffieri, Mr. Virostek and Mrs. Sorbello (7-0-0)

Close Audience Participation I

Close Audience Participation I

Motioned by Edward Hoban, Seconded by Rebeca Ammen

Vote: To approve closing of Audience Participation I

Voice vote. All in favor

BOARD OF EDUCATION BUSINESS

Unfinished Business

None

New Business

None

State and Local School Board Association

Nick D’Amico 0 Mentioned leadership meeting he attended

Audit Presentation

Audit Presentation

Superintendent’s Report

Superintendent’s Report

Personnel

Motion to Approve Personnel Item #6 and Addendum #2

Stacy Augustine - Social Worker

6. Stacey Augustine as social worker effective March 25, 2019 on MA step 8 at a starting salary of \$60,834.

Stacy Augustine – Change Start Date to 3/18/19

2. Stacy Augustine change of start date from March 25, 2019 to March 18, 2019.

Motioned by Nick D’Amico, Seconded by Edward Hoban

Vote: To approve Personnel Item 6 and Addendum #2

Roll Call Vote. All in favor: Mrs. Albrecht, Mrs. Ammen, Mr. D’Amico, Mr. Hoban, Mrs. Lang Staffieri, Mr. Virostek and Mrs. Sorbello (7-0-0)

Motion Approved

Motion to Approve Personnel Items 1 thru 5

Cameron Scalio – Substitute Teacher 18-19

1. Ratification of Cameron Scalio as substitute teacher effective January 24, 2019 at a rate of \$80.00 a day for the remainder of the 2018-2019 school year.

Vicki Scott – Breakfast Aide

Accept with regret the Retirement of Lori Becoskie effective 4/1/19

Accept with regret the Retirement of Anna Celecki effective 4/1/19

Accept with regret the Retirement of Michelle Nussbaum effective 2/1/19

Accept with regret the Retirement of Jennifer Campbell as Child Study Team Supervisor/School Psychologist effective 3/8/19

Jennifer Campbell – School Psychologist Effective 3/15/19

Jennifer Pontarelli – Child Study Team Supervisor 3/1/19 – 6/30/19

Kelly Livingston – Child Study Team Chairperson 3/1/19-6/20/16

Charlene Taylor – Applied Behavioral Assistant 3/1/19

Jessica Ann Barale – Coursework at Wilmington University Fall 2019 and Spring 2020

2. Ratification of Vicki Scott to be breakfast aide effective January 15, 2019 at a rate of \$10.00 a day.
3. With regret, the retirement of Lori Becoskie effective April 1, 2019 after 14 years of service to the district.
4. With regret, the retirement of Anna Celecki effective April 1, 2019 after 23 years of service to the district.
5. Michelle Nussbaum's resignation as social worker effective February 21, 2019.

Motioned by Edward Hoban, Seconded by Rebecca Ammen

Vote: To approve Personnel Items 1 thru 5

Roll Call Vote. All in favor: Mrs. Albrecht, Mrs. Ammen, Mr. D’Amico, Mr. Hoban, Mrs. Lang Staffieri, Mr. Virostek and Mrs. Sorbello (7-0-0)

Motion Approved

Motion to Approve Personnel Items 7 thru 12

7. Jennifer Campbell's resignation as Child Study Team supervisor/school psychologist effective March 8, 2019.
8. Jennifer Campbell to be hired as school psychologist one day a week effective March 15, 2019 on step 13 at a salary of \$71 ,961 pro-rated to \$14,392.20.
9. Jennifer Pontarelli as Child Study Team supervisor at a stipend of \$5000 pro-rated from March 1, 2019 through June 30, 2019.
10. Kelly Livingston as Child Study Team chairperson at a stipend of \$5000 pro-rated from March 1, 2019 through June 20, 2019.
11. Charlene Taylor as Applied Behavioral Assistant beginning March 1, 2019 on Step 11 at a starting salary of \$28,700 (Superintendent to discussed).
12. Jessica Ann Barale to take coursework at Wilmington University during the Fall 2019 and Spring 2020 semesters to pursue a certificate in teaching students with autism and severe disabilities at Wilmington Universit.

Motioned by Edward Hoban, Seconded by Rebecca Ammen

Vote: To approve Personnel Items 7 thru 12

Roll Call Vote. All in favor: Mrs. Albrecht, Mrs. Ammen, Mr. D’Amico, Mr. Hoban,

Mrs. Lang Staffieri, Mr. Virostek and Mrs. Sorbello (7-0-0)

**Separation Agreement
and Letter of
Resignation for
Employee #2019-1
SEMI Program**

Motion Approved

Motion to approve Addendum Items 1 and 3

1. Approval of Separation Agreement and Letter of Resignation for employee #2019-1 whose name is on file in the Superintendent's Office.
2. Magnolia Board of Education's intent to participate in the SEMI program.

Motioned by Edward Hoban, Seconded by Eric Virostick

Vote: To approve Addendum Items 1 and 3

Roll Call Vote. All in favor: Mrs. Albrecht, Mrs. Ammen, Mr. D'Amico, Mr. Hoban, Mrs. Lang Staffieri, Mr. Virostek and Mrs. Sorbello (7-0-0)

Motion Approved

Calendar

2019-2020 Calendar

Motion to Approve Calendar Item 1

1. The 2019-2020 Magnolia School calendar (**Attached**)

Motioned by Rebecca Lang Staffieri, Seconded by Edward Hoban

Vote: To approve Calendar Item #1

Voice Vote. All in favor

Motion Approved

Trips

**Trip -Franklin
Institute 5/3/19**

Motion to Approve Trips Item 1

1. The 4th grade class trip to the Franklin Institute on May 3, 2019. PTO will pay for the cost of the bus, the board will pay \$144.00 for the cost of the six teachers, one teachers aide and a nurse. This expense is due to a special Marvel exhibit that the institute is having for a limited time.

Motioned by Rebecca Ammen, Seconded by Edward Hoban

Vote: To approve Trips Item 1

Roll Call Vote. All in favor: Mrs. Albrecht, Mrs. Ammen, Mr. D'Amico, Mr. Hoban, Mrs. Lang Staffieri, Mr. Virostek and Mrs. Sorbello (7-0-0)

Motion Approved

Plans

**Uniform State
Memorandum of
Agreement 18-19**

**Side-Bar Agreement
for the Remainder
2018-2019 School Year**

Motion to Approve Plan Items 1 and 2

1. The Uniform State Memorandum of Agreement for the 2018-2019 school year between the Magnolia Police Department and the Magnolia Public School District.
2. The Side-Bar Agreement for the remainder of the 2018-2019 school year between the Magnolia Public School District and the Magnolia School Education Association (**Attached**) (Superintendent to discussed).

Motioned by Edward Hoban, Seconded by Rebecca Ammen

Vote: To approve Plans Items 1 and 2

Roll Call Vote. All in favor: Mrs. Albrecht, Mrs. Ammen, Mr. D’Amico, Mr. Hoban, Mrs. Lang Staffieri, Mr. Virostek and Mrs. Sorbello (7-0-0)

Motion Approved

**Jennifer Pontarelli –
Workshop 1/29/19 thru
1/31/19**

**Karen Sorbello and
Nick D’amico –
attended School Boards
Association Workshop
2/9/19**

**S. Anastasi, K. Carson,
D. Cogan, K.
Livingston, J.
Pontarelli and L.
Sheilds – Workshop
2/6/19**

Motion to Approve Workshops Items 1 thru 3

1. Ratification of Jennifer Pontarelli to attend a 3 day workshop entitled Safety Care Trainer Training Program to be held on January 29, 2019 through January 31, 2019 at a cost of \$1325.00 (to be taken out of Title 2).
2. Ratification of Karen Sorbello and Nick D'Amico to attend the New Jersey School Boards Association workshop entitled Leadership Training - Making Meetings Matter on February 9, 2019 in Washington Township, NJ at a cost of \$50.00 per person.
3. Ratification of the following employees to attend a workshop entitled Intervention and Referral Services: The Next Generation on Feb 6, 2019 in Monroe Township NJ at a cost of \$149.00 each (to be taken out of Title 2).

Sue Anastasi	Kelly Livingston
Karin Carson	Jennifer Pontarelli
Dave Cogan	Lorraine Sheilds

Motioned by Rebecca Lang Staffieri, Seconded by Edward Hoban

Vote: To approve Workshop Items 1 and 3

Roll Call Vote. All in favor: Mrs. Albrecht, Mrs. Ammen, Mr. D’Amico, Mr. Hoban, Mrs. Lang Staffieri, Mr. Virostek and Mrs. Sorbello (7-0-0)

Vote: To approve Workshop Item 2

Roll Call Vote. All in favor: Mrs. Albrecht, Mrs. Ammen, **Mr. D’Amico, Mr.

Hoban, Mrs. Lang Staffieri, Mr. Virostek and **Mrs. Sorbello (5-0-2) **Nick D’Amico and Karen Sorbello Abstained

Motion Approved

Policies

Motion to Approve Policies Item 1

Revised Polices and Strauss Esmay Associates

1. The following revised policies and regulations 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.) Revised policies # 2415.06, 2610, 5111, 5600, 5611, 5612, 5613 5756, 7440, 8461,8561, Revised regulations# 2460.8, 5530, 5600, 5611, 5612, 5613, 7440, and 8461

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

**Vote: To approve Policies Item 1
Voice Vote. All in favor**

Motion Approved

Information Items:

General

Building and Grounds

A. Buildings and Grounds

1. A fire drill was conducted on January 4, 2019
2. A shelter in place was conducted on January 23, 2019

Curriculum

B. Curriculum

Finance

1. Review

C. Finance

Interdistrict

1. Discussion of the use of Capital reserve funds

D. Interdistrict

1. Shared Service for Media Specialist and French teacher
2. Shared Technology position

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

F. Public Relations/Liaison - None

G. Public Relations/Liaison - None

Principal's Report

H. Student/Parental Issues and Concerns - None

I. Principal's Report

1. Mr. Sorrentino's principal report (**Attached**)

Board Secretary's Report

BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORT

Informational Items:

- Financial Disclosure Forms
- Governance training

Board Actions:

Monthly Reports

Motion to Approve Items A thru E

A. Monthly Reports

The Budget Summary and Revenue Summary for the month of November and December 2018 (Attachment A1, A2, A3, & A4).

Transfer of Funds

B. Transfer of Funds

The attached transfer list, with the recommendation of the Superintendent, for the month of November and December 2018 (**Attachment B1**).

Financial Reports

C. Financial Reports

Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of November and December 2018. 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**)

Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of November and December 2018. The Treasurer's Report and Secretary's report are in agreement for the month of November and December 2018 (**Attachment C2**)

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.

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.

Warrants

D. Warrants

The attached bill lists:

1. January 2019 payroll (**Attachment D1**)
2. January and February 2019 warrants (**Attachment D2**)

Voided Checks

E. VOID Checks

To approve voiding of the following payroll check:

#1275 01/02/19 \$2,631.14 Nation Vision Administrators

Motioned by Edward Hoban , Seconded by Eric Virstick

Vote: To approve Items A thru E

Roll Call Vote. All in favor: Mrs. Albrecht, Mrs. Ammen, Mr. D’Amico, Mr. Hoban, Mrs. Lang Staffieri, Mr. Virostek and Mrs. Sorbello (7-0-0)

Motion Approved

Preschool Education Aid 2019-2020

Motion to Approve Items F thru I

F. Preschool Education Aid

To approve submission of the 2019-2020 Preschool Education Aid (Early Childhood Grant) application.

Audit – June 30, 2018 audit Report with no Recommendations

G. Audit – To approve acceptance of the June 30, 2018 audit report with no recommendations. The audit was officially presented at the February 19, 2019 meeting and a summary of audit was made available to the public.

403b Provider – AXA Equitable

H. 403b Provider – To approve AXA Equitable to be added to the list of 403b providers offered to Magnolia Board of Education employees.

Somerdale Board of Ed – Tuition Contract Student #3508943656 2018-2019

I. Tuition Contract – To approve tuition contract with Somerdale Board of Education for student #3508943656 in the amount of \$9,896.25 (this is prorated) for the 2018-2019 school year (pending proof of residency in Magnolia).

Motioned by Rebecca Lang Stafferi, Seconded by Edward Hoban

Vote: To approve Items F thru I

Roll Call Vote. All in favor: Mrs. Albrecht, Mrs. Ammen, Mr. D’Amico, Mr. Hoban, Mrs. Lang Staffieri, Mr. Virostek and Mrs. Sorbello (7-0-0)

**Audience
Participation II**

Motion Approved

**Recess into Closed
Session**

Open Audience Participation II - None in attendance

RECESS INTO CLOSED SESSION at approximately 8:18p.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 **8:25** 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 matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting (Subject to the balancing of the public's interest and the employee's privacy rights under *South Jersey Publishing*, 124 N.J. 478, the employee(s) and nature of discussion is employee matters.)

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 Ammen, Seconded by Nick D'Amico

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

**Resumption to Public
Portion of the Meeting**

Action will not be taken after Executive Session

RESUMPTION OF PUBLIC PORTION OF THE MEETING – 8:24 pm

Motioned by Nick D’Amico, Seconded by Edward Hoban

Adjournment

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

ADJOURNMENT

Motion to adjourn meeting at 8:23 pm by Edward Hoban, Seconded by Nick D’Amico

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

Respectfully submitted,

**Greg Gontowski
Board Secretary**