

**Magnolia School District
Board of Education
Regular Meeting
Minutes
March 17, 2020
7:00 P.M.**

Mr. Nick D'Amico opened the regular meeting at 7:08 p.m., leading the Pledge of Allegiance.

PLEDGE ALLEGIANCE TO THE FLAG

Roll Call	Mrs. Joyce Albrecht Present Mrs. Rebecca Ammen Present Mr. Nick D'Amico Present Mr. Mark Godfrey Present Mrs. Rebeca Lang Staffieri Present Mrs. Karen Sorbello Present Mr. Eric Virostek Present
Other Attendees	Mrs. Karen Macpherson, Superintendent Greg Gontowski, Business Administrator/Board Secretary Mr. Brett Gorman, Solicitor
Mission Statement	Mission Statement was read by Nick D'Amico.
Approval of Minutes	1. Minutes and Executive Session Minutes of the Regular Board of Education meeting held on February 18, 2020. Motioned by Karen Sorbello, Seconded by Rebecca Ammen Vote: To approve Minutes Voice Vote. All in favor <u>Motion Approved</u>
Audience Participation I	Open Audience Participation I – <u>AGENDA ITEMS ONLY</u> Motioned by Rebecca Lang Staffieri, Seconded by Rebecca Ammen Vote: To approve opening of Audience Participation I Voice Vote. All in favor
Close Audience Participation I	Close Audience Participation I Motioned by Rebeca Lang Staffieri, Seconded by Eric Virostek

**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**

Karen Sorbello – Meetings have been canceled

**Superintendent's
Report**

Superintendent's Report

Information Items:

1. Coronavirus update (covid 19) (**enclosed**).
2. Restructuring of Student Personnel Services position.

A. Curriculum/Programs

1. Youth Advocate Programs as a counseling service at no cost to the district.

B. Interdistrict

1. Discussion of Learning Disabilities Teacher Consultant (LDTC) shared service with Clementon school district (**enclosed**).

C. Public Relations/Liaison - None

D. Student/Parental Issue and Concerns

1. Congratulations to our band students for performing in the Camden County Middle School Honor Band which was performed on Saturday, February 8, 2020.

E. Buildings and Grounds

1. A fire drill was conducted on February 19, 2020.
2. A shelter in place was conducted on February 28, 2020.
3. A bus evacuation drill.

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

G. Policy – None

H. HIB

1. There are 10 HIB's 3 -founded 7- unfounded (to be discussed in closed session).

I. Principals Report

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

Personnel

Motion to Approve Personnel Items 1 thru 6

**Jessica Barrale –
Self Contained
Special Education
Teacher**

1. The resignation of Jessica Barrale effective April 3, 2020 as self-contained special education teacher (enclosed).

**Denise Brumbach –
Self Contained
Special Education
Teacher**

2. Denise Brumbach as self-contained special education teacher effective April 20, 2020 as a BA step 6 at a starting salary of \$57,648.

**Lezley Turnbull – 2
Day a Week Social
Worker**

3. Lezley Turnbull as a two day a week social worker effective March 30, 2020 as a MA step 4 at a starting salary of \$58,284 pro-rated to \$23,213.

**Louise Smith –
Substitute
Custodian**

4. Louise Smith as substitute custodian effective March 18, 2020 for the 2019-2020 school year at a rate of \$13.00 an hour.

**Nicole Furman –
Rowan University
Student Teaching
2020-2021**

5. Nicole Furman, a student from Rowan University, to do her student teaching with Katie Rickebach during the 2020-2021 school year.

**Stephanie Baines –
Rutgers University
Student Teaching
2020-2021**

6. Stephanie Baines, a student from Rutgers University to do her student teacher with Linda Rutherford during the 2020-2021 school year.

Motioned by Kaen Sorbello, Second by Rebecca Ammen

Vote: To approve Personnel Items 1 thru 6

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

Motion Approved

Motion to Approve Workshops, Job Descriptions and Policies

Workshops

Aphrodite Dellaporta – Conference 5/28/20 and 5/29/20

1. Aphrodite Dellaporta to attend the NJ Teachers of English to Speakers of Other Languages/NJ Bilingual Educators Spring Conference on May 28th and 29th 2020 at a cost of \$314.00 (to be taken out of title 2).

Revised Learning Disabilities Teacher Consultant

Job Descriptions

1. The revised Learning Disabilities Teacher Consultant (**enclosed**).

Policies

Policies

The following updated 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.).

Policies # 1581 2422, 5330,7243,8220, and 8462

1. First reading of the following policies and regulations.
Policy 3421.12 Postnatal Accommodations (**enclosed**).
Policy 4421.12 Postnatal Accommodations (**enclosed**).
Regulation 1581 Domestic Violence (**enclosed**).

Motioned by Kaen Sorbello, Second by Rebecca Ammen

**Vote: To approve Workshops, Job Descriptions and Policies
Roll Call Vote. All in favor: Mrs. Albrecht, Mrs. Ammen, Mr. Godfrey, Mrs. Lang Staffieri, Mr. Virostek, Mrs. Sorbello and Mr. D’Amico (7-0-0)**

Motion Approved

BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORT

Board Secretary Report

Informational Items:

Financial Disclosures

Board Actions

Board Actions:

A. Monthly Reports

The Budget Summary and Revenue Summary for the month of

January 2020 (**Attachment A1, A2, A3 & A4**).

B. Transfer of Funds

The attached transfer list, with the recommendation of the Superintendent, for the month of January 2020(**Attachment B1**).

C. Financial Reports

1. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of January 2020. 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 & C2**).
2. Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of January 2020. The Treasurer's Report and Secretary's report are in agreement for the month of January 2020 (**Attachment C3 and C4**).
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.

D. Warrants

Bill List

The attached bill lists:

- February 2020 payroll (**Attachment D1**)
- March 2020 warrants (**Attachment D2**)

Addendum Item A

A. Warrants

Approval of the Business Administrator to continue payment of all bills through April 21, 2020, or until the next Board of Education meeting. The bill lists for those payments will be submitted at the next Board of Education meeting.

Motioned by Karen Sorbello and Seconded by Eric Virostek

**Vote: To approve Items A thru D and Addendum Item A
Roll Call Vote. All in favor: Mrs. Albrecht, Mrs. Ammen, Mr. Godfrey, Mrs. Lang Staffieri, Mr. Virostek, Mrs. Sorbello and Mr. D'Amico (7-0-0)**

Motion Approved

Motion to Approve Items E thru H

Archway – Just Kids 2020-2021

E. Archway – To approve contract with Archway Programs to run Just Kids for the 2020-2021 school year.

Risk Management Consultant

F. Risk Management Consultant
To approve the attached resolution appointing Hardenbergh Insurance Group as Risk Management Consultant for the 2020-2021 school year (**Attachment F1**).

Shared Service Agreement with Woodlynn

G. Shared Services Agreement – To approve shared service agreement with Woodlynn Board of Education for Business Office Services in the amount of \$143,532.00 less the refund of \$10,881.00 per attached contract for the 2020-2021 school year (**Attachment G1**).

CCESC – 2020-2021

H. Camden County Educational Services Commission
To approve the attached General Services Contract with Camden County Educational Services Commission for the 2020-2021 school year (**Attachment H1**).

Motioned by Rebecca Lang Staffieri, Seconded by Eric Virostek

**Vote: To approve Items E
Roll Call Vote. All in favor: Mrs. Albrecht, *Mrs. Ammen, Mr. Godfre , Mrs. Lang Staffieri, Mr. Virostek, Mrs. Sorbello and Mr. D'Amico (6-1-0)
*Mrs. Ammen – No**

**Vote: To approve Items F and G
Roll Call Vote. All in favor: Mrs. Albrecht, Mrs. Ammen, Mr. Godfre, Mrs. Lang Staffieri, Mr. Virostek, Mrs. Sorbello and Mr. D'Amico (7-0-0)**

**Vote: To approve Item H
Roll Call Vote. All in favor: Mrs. Albrecht, *Mrs. Ammen, Mr. Godfre , Mrs. Lang Staffieri, Mr. Virostek, Mrs. Sorbello and Mr. D'Amico (6-0-1)*Mrs. Ammen Abstained**

Motion Approved

Motion to Approve Items I and J

2020-2021 Budget and Resolution

I. 2020-2021 Budget and Resolution

It is recommended that the Magnolia Board of Education approve 2020-2021 School Year Budget, and Resolution, for submission to the Executive County Office of Education.

RESOLUTION

WHEREAS, the Magnolia Board of Education has developed its 2020-2021 School Budget,
WHEREAS, NJAC 6:19-2.7 (a) requires Magnolia Board of Education to adopt and submit a formal Board resolution.

BE IT RESOLVED to approve the 2020-2021 school budget as presented by the administration which includes the following:

	Budget	Local Tax Levy
General Fund	\$9,363,928.00	\$4,391,580.00
Special Revenue Fund	\$244,433.00	
Debt Service Fund	\$257,900.00	\$204,434.00
Total Base Budget	\$9,866,261.00	\$4,596,014.00

See Attachments (Revenues and Appropriations)

BE IT FURTHER RESOLVED to use banked cap in the amount of \$36,332.00. The purpose of the banked cap is to continue to provide resources to our schools as they meet the needs of our pupils in the areas of special needs costs. The use of this banked cap cannot be deferred or incrementally completed over time.

Maximum Travel Budget

J. Maximum Travel Budget – It is recommended that the Board of Education approve the following Resolution:

WHEREAS, the Magnolia Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of

these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$200 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$20,000.00 for all staff and board members.

Motioned by Karen Sorbello, Seconded by Rebecca Lang Staffieri

Vote: To approve Items I and J

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

Motion Approved

Sidebar Agreement to MSEA Contract Motion to Approve Sidebar Agreement to MSEA Contract.

Motioned by Karen Sorbello, Seconded by Rebecca Lang Staffieri

Vote: To approve Sidebar

Roll Call Vote. All in favor: *Mrs. Albrecht, *Mrs. Ammen, Mr. Godfrey, Mrs. Lang Staffieri, *Mr. Virostek, Mrs. Sorbello and Mr. D'Amico (4-0-3) *Mrs. Albrecht, *Mrs. Ammen and Mr. Virostek – Abstained

**Open Audience
Participation II**

Open Audience Participation II

Motioned by Rebecca Lang Staffieri, Seconded by Rebecca Ammen

Vote: To approve opening of Audience Participation II

Voice Vote. All in favor

**Close Audience
Participation II**

Close Audience Participation II

Motioned by Karen Sorbello, Seconded by Eric Virostek

Vote: To approve closing of Audience Participation II

Voice vote. All in favor

Executive Session

Executive Session - None

Adjournment

ADJOURNMENT

**Motion to adjourn meeting at 7:30 pm by Karen Sorbello, Seconded by
Rebecca Ammen.**

Vote: To Adjourn meeting

Voice Vote. All in favor

Respectfully submitted,

**Greg Gontowski
Board Secretary**

