

**Magnolia School District  
Board of Education  
Regular Meeting  
Minutes  
September 17, 2019  
7:00 P.M.**

**Roll Call** Mrs. Karen Sorbello opened the regular meeting at 7:00 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 August 14, 2019** • Minutes of the Regular Board of Education meeting held on August 14, 2019.

Motioned by Rebecca Lang Staffieri, Seconded by Edward Hoban

**Vote: To approve Minutes August 14, 2019**

**Voice Vote. All in favor**

**Motion Approved**

**Audience Participation I** **Open Audience Participation I – AGENDA ITEMS ONLY**

Motioned by Nick D'Amico, Seconded by Edward Hoban

**Vote: To approve opening of Audience Participation I**

**Voice Vote. All in favor**

**Close Audience Participation I**

**Close Audience Participation I**

Motioned by Rebecca Lang Staffieri, Seconded by Edward Hoban

**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 – Delegate assembly update

**Superintendent's Report** **Superintendent's Report**

**Information Items:**

**Curriculum** **A. Curriculum/Programs** - None

**Interdistrict** **B. Interdistrict**

1. An interdistrict meeting was held on Monday, September 9, 2019.

**Public Relations/Liaison** **C. Public Relations/Liaison**

1. The liaison meeting was held on Tuesday, September 10, 2019.

**Student/Parental Issues & Concerns** **D. Student/Parental Issue and Concerns**

1. Unpaid lunch charges/outstanding food service charges.
2. Security and Safety update.

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

**Misc.** **F. Misc**

1. Opening Day - Social Emotional Learning Initiative discussed.

**HIB** **G. HIB**

1. No HIB's to report

**Principal's Report** **H. Principal's Report**

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

**Personnel**

**Motion to Approve Personnel Items 1 thru 4 and Addendum Item 1**

**Accept with regret the Resignation of Lilian Okan 9/20/19**

1. The resignation of Lilian Okan as teaching assistant effective September 20, 2019 (**Attachment**).

**Sterling High School  
Students TS, AS and KL -  
Senior work experience at  
Magnolia School**

2. Tracey Worthington, Trinity Starr, Ashely Strom, and Katarina Little, students from Sterling Highschool to come into Magnolia school for 9 hours a week as part of a senior work experience program.

**RG – Field Experience  
Practicum with Steven  
Kreal**

3. Ryan Green, a former Magnolia School student, to do a fifteen hour field experience practicum with Steven Kreal during the Fall of 2019 semester .

**Brenda Hill and Shaelyn  
Gruber**

4. Brenda Hill and Shaelyn Gruber as substitute teachers for the 2019-2020 school year at a rate of \$80.00 a day

#### **Superintendent’s Addendum Item 1**

**Ratification of Krista  
Dora Lyman – Teaching  
Assistant**

1. Ratification of KristaDora Lyman to be teaching assistant effective September 16, 2019 at starting salary of \$16,971.00.

**Motioned by Nick D’Amico, Seconded by Rebecca Ammen**

**Vote: To approve Personnel Items 1 thru 4 and Addendum Item #1**

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

**Motion Approved**

**Activities/Programs - None**

**Workshops/Professional Development**

**Motion to Approve Workshops/Professional Development Item 1**

**Charlene Taylor –  
Workshop 9/28/19**

1. Charlene Taylor to take a continuing education workshop on September 28, 2019 entitled How to use your RBT Training to Start or Advance your Career at a Cost of \$49.00.

**Motioned by Rebecca Lang Staffieri, Seconded by Rebecca Ammen**

**Vote: To approve Workshops/Professional Development Item 1**

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

**Motion Approved**

**Motion to Approve Trips Item 1**

**Eight Grade Trip –  
Baltimore Inner Harbor  
5/20/20**

1. The eighth grade class trip to the Baltimore Inner Harbor on Wednesday, May 20, 2020.

**Motioned by Eric Virostek Seconded by Rebecca Ammen**

**Vote: To approve Trips Item 1**

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

**Motion Approved**

**Motion to Approve Policies Item 1**

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.).

**First Reading Policy and Regulation #1642 Earned Sick Leave Law**

1. First reading of policy and regulation # 1642 Earned Sick Leave Law (Attachment).

**Motioned by Rebecca Lang Staffieri, Seconded by Edward Hoban**

**Vote: To approve Policies Item 1**

**Voice Vote. All in favor**

**Motion Approved**

**Board Secretary's Report**

**BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORT**

**Informational Items:**

**Board Actions:**

**Motion to Approve Items A thru E**

**Monthly Reports**

**A. Monthly Reports**

The Budget Summary and Revenue Summary for the month of June 2019 (Attachment A1 & A2).

**Transfer of Funds**

**B. Transfer of Funds**

The attached transfer list, with the recommendation of the Superintendent, for the month of June 2019 (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 June 2019. 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 June 2019. The Treasurer’s Report and Secretary’s report are in agreement for the month of June 2019(**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.

**Warrants**

**D. Warrants**

The attached bill lists:

- July and August 2019 payroll (**Attachment D1**)
- September 2019 warrants (**Attachment D2**)

**Void Check**

**E. Void Check**

Approval to void the following payroll checks:

#43062	01/30/19	Brian Tang	\$305.08
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**Motioned by Nick D’Amico, Seconded by Rebecca Ammen**

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

**Motion Approved**

**Motion to Approve Items F thru H**

**Tuition Contract –  
Barrington BOE  
Student #4861258039**

**F. Tuition Contract** - To approve tuition contract with Barrington Board of Education for student #4862158039 in the amount of \$4,965.00 for tuition for the 2019-2020 school year (Note: Net of prior year tuition adjustment).

**Salaries Charged to Grants**

**G. Salaries Charged to Grants** - To approve the attached 2018-2019 salaries that were charged to grants (**Attachment G1**).

**Convention – Board Member and Superintendent to Attend the NJSBA Workshop October 21-24**

**H. Convention** - To approve board members and Superintendent to attend the NJSBA Workshop on October 21-24 at a cost of \$375.00 per person plus related travel expenses.

**Motioned by Rebecca Lang Staffieri, Seconded by Eric Virostek**

**Vote: To approve Items F thru H**

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

**Motion Approved**

**Open Audience Participation II**

**Open Audience Participation II - None**

**Executive Session**

**Executive Session - None**

**Adjournment**

**ADJOURNMENT**

**Motion to adjourn meeting at 7:32 pm by Nick D’Amico Seconded by Edward Hoban**

**Vote: To Adjourn meeting**

**Voice Vote. All in favor**

**Respectfully submitted,**

**Greg Gontowski  
Board Secretary**