

**Magnolia School District
Board of Education
Regular Meeting
Minutes
June 15, 2021
7:00 P.M.**

Mr. Nick D'Amico opened the regular meeting at 7:00 p.m., leading the Pledge of Allegiance.

Roll Call

PLEDGE ALLEGIANCE TO THE FLAG

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
Mr. Greg Gontowski, Business Administrator/Board Secretary
Mr. Bill Morlok, Solicitor

Mission Statement

Mission Statement was read by Nick D'Aminco.

Approval of Minutes

- Minutes of the Regular Board of Education meeting held on May 4, 2021.

Motioned by Karen Sorbello, Seconded by Rebecca Lang Staffieri

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

Motion Approved

**Audience Participation
I**

Open Audience Participation I – AGENDA ITEMS ONLY – None

BOARD OF EDUCATION BUSINESS

Unfinished Business

None

New Business

- Nick D'Amico – retract in August for Board self evaluations
- Rebecca Ammen – Asked about Asian American and pacific islander heritage month

**State and Local
School Board
Association**

No – update

**Superintendent's
Report**

Superintendent's Report

The mission of the Magnolia School District is to develop well-rounded, engaged and confident learners who are proud, respectful, and contributing members of their school and community.

Presentation

PRESENTATION

- Discussion of SSDS/HIB Report and the yearly trends - Paul Sorrentino
- Discussion of Reopening Plan for America Rescue Act

Information Items:

A. Curriculum/Programs:

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1. Summer update
2. Cultural Art History (Superintendent to discussed)

B. Interdistrict:

1. Sterling is unable to share Spanish services next school year due to Maternity position.

C. Public Relations/Liaison

D. Student/Parental Issue and Concerns

1. Survey results on public comment on the Reopening of School for the 2021-22 school year.

E. Buildings and Grounds

1. A shelter in place was conducted on May 14, 2021
2. A fire drill was conducted on May 21, 2021

F. *Negotiations/Contractual (Executive Session)

G. Misc

1. Discussion on the Reopening Plan for the American Rescue Plan Act(ARP) - ESSR III

H. HIB

1 HIB (founded)

1 HIB (unfounded)

I. Principal's Report

1. Mr. Sorrentino's report for May and June (**attachment**)
2. The nurse's report for May and June (**attachment**)

**Superintendent's
Report**

Personnel

Motion to Approve Personnel Items 1 thru 15

**Employees paid out of
Title II Funds**

1. Ratification of the following employees to be paid out of title II funds
Mindfulness held on May 5, 2021.
Aphrodite Dellaporta - facilitator \$80.00
Emily Green-Hamilton, Stephen Kreal, Gail Walters, Katie Rickenbach,
Brandon Gordon to be paid \$20.00 each
Caterina Macrina - \$15.87
Vicki Scott - \$13.85
Wendy Lombard - 19.52

**Employees paid out of
Title Funds**

2. Ratification of the following employees to be paid out of title funds.

Amazing New Library Resources held on May 26, 2021 with Patricia Pierce
Facilitating to be paid \$20.00 each
Stephen Kreal
Caterina Macrina - \$15.87
Vicki Scott - \$13.85

**Evelyn Shanefield and
Jennifer Pontarelly –
Teach SEL Fitness to
Staff (Title II Funds)**

3. Ratification of Evelyn Shanefield and Jennifer Pontarelly to teach SEL fitness to the staff afterschool at \$40.00 a session for a total of 9 sessions a cost of \$360.00 per person (to be taken out of Title II).

**\$20.00 – Leadership
and Equity Meeting -
(Title II Funds)**

4. Ratification of the following employees to be paid \$20.00 each for a Leadership and Equity meeting after school on May 24, 2021
Kelly Livingston, Erin Sorrentino, Dylan Smith Ashton Whitaker, Katie Rickenbach, and Paul Sorrentino (to be taken out of title II).

**\$100.00 Professional
Development –(Title
II Funds)**

5. The following staff members to be paid \$100.00 each for professional development training entitled Meeting All Students Needs Through Knowledge of the Core Content Standards, several sessions to be held prior to

	June 30, 2021 to accommodate staff (taken out of Title II). Zachary Camerieri, Gail Walters, Stacey Doblmean, Haley Attanasi, Dan Carson, Olivia Heyser, Dylan Smith, Evelyn Shanefield, Elisa Rutherford, Michael Morgan, Cameron Scalio, Steve Taylor, Leah Hallahan, Jess Anastasi, Linda Rutherford, Erin Sorrentino, Karin Carson, Ashton Whitaker, Katie Rickenbach, Aphrodite Delaporta, Dave Cogan, and William Keane	
\$40.00 Creating and Planning of our Summer 2021 (Title II Funds)	6.	Kelly Livingston, Ashton Whitaker, and Katie Rickenbach to be paid \$40.00 an hour for 10 hours at a total of \$400.00 each for creating and planning of our summer 2021 enrichment program (to be taken out of Title II).
Charles Penberthy - Attend a full day Inservice (Title II Funds)	7.	Charles Penberthy to be paid \$21.24 an hour for 7 hours to attend a full day inservice entitled Leader in Me on Thursday, June 17, 2021 (to be taken out of Title II).
Kelly Livingston – Coordinator of Student Service \$2,500.00	8.	Kelly Livingston to be paid a stipend on June 30, 2021 of \$2,500 as Coordinator of Student Services.
Two Employees – Assemble Storage Lockers over the Summer (ESSR Grant)	9.	Two employees (TBD) to assemble storage lockers over the summer to reduce the risk of virus transmissions supporting students' health needs by providing individual space for their belongings.To be paid \$15.00 an hour for 15 hours each as a cost of \$225.00 (to be taken out of ESSR III Grant (ARP).
Increase the Substitute Custodian and Substitute Technology Assistant Rate to \$15.00 an hour	10.	To increase the substitute custodian and substitute technology assistant pay rate to \$15.00 an hour effective July 1, 2021.
	11.	To increase the substitute teacher pay rate to \$90.00 a day effective July 1, 2021.
Aphrodite Dellaporta – Fall and Spring Coursework at Rowan University	12.	Aphrodite Dellaporta intent to take Fall 2021 and Spring 2022 coursework at Rowan University in pursuit of her LDTC.
Samuel Minker – Rowan Student Teaching music 9/21 through 3/22 with Gunner Lope	13.	Samuel Minker, a student from Rowan University, to do his student teaching in music beginning September 2021 through March 2022 with Gunner Lope.
	14.	The Superintendent to hire staff as needed prior to the August 4, 2021 board meeting.
Superintendent – Hire Staff Prior to August 4, 2021 Board Meeting	15.	Carry over vacation days for the following employees
Carry over Vacation Days		Richard Adamski - 2 days Joseph Celecki - 5 days Ryan Ko - 5 days Patti Clark - 3 days Heather McGuirl - 4 days Merri Hansen - 5 days

David Logana - 5 days
Judy Flores - 4 days

Jennifer Pontarelli - 5 days

Motioned by Rebecca Lang Stafferi, Second by Mark Godfrey

Vote: To approve Items 1 through 15

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 Addendum Item 1

**Brian Johnson and
Charles Penberthy
7/1/21-8/31/21 –
Custodial**

1. Brian Johnson and Charles Penberthy to work 20 hours a week at \$15.00 an hour beginning July 1, 2021 through August 31, 2021 performing custodial duties in the school.

Motioned by Karen Sorbello, Second by Rebecca Lang Staffieri

Vote: To approve Addendum Item 1

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

Curriculum

Motion to Approve Curriculum Item 1

**Magnolia Preschool
Curriculum 21-22**

1. The Magnolia Preschool Curriculum for the 2021-2022 school year.

Motioned by Rebecca Lang Stafferi, Second by Mark Godfrey

Vote: To approve Minutes

Voice Vote. All in favor

Motion Approved

Donations

Motion to Approve Donations Item 1

**Acceptance of \$250.00
Donation in honor of
Autism Awareness
Month**

1. The acceptance of a \$250.00 donation in honor of Autism Awareness Month

Motioned by Mark Godfrey, Second by Eric Virostek

Vote: To approve Item 1

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 Activities/Programs Item 1

Activities/Programs

Stipends to Chair and Co-Chair our Clubs for 21-22

1. The following employees and their stipends to chair and co-chair our clubs for the 21-22 school year (**Attachment**).

Motioned by Karen Sorbello, Second by Eric Virostek

Vote: To approve Item 1

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

Strauss Esmay

Motion to Approve Policies Items 1 through 3

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.).

Revised Strauss and Esmay policies and regulations 3142, 3221, 3222,3222,3224,4146,6471, 8561.

1. Abolishment of policy 1649 (Federal Families First Covid-19 Response Act).
2. Revision of policy # 9150 and 5600 (**Attachment**).
3. First reading of policy and regulation 5460.02 Bridge year Pilot Program (**Attachment**).

Motioned by Karen Sorbello, Second by Mark Godfrey

Board Secretary Report

**Vote: To approve Policies Items 1 through 3
Voice Vote. All in favor**

Motion Approved

Board Actions

BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORT

Informational Items:

School Boards Convention – Virtual – October 26-28, 2021

Board Actions:

Motion to Approve Items A thru F

A. Monthly Reports

The Budget Summary and Revenue Summary for the month of April 2021
(Attachment A1, A2).

B. Transfer of Funds

The attached transfer list, with the recommendation of the Superintendent, for the month of April 2021 **(Attachment B1).**

C. Financial Reports

1. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of April 2021. 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 April 2021 The Treasurer's Report and Secretary's report are in agreement for the month of April 2021 **(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.

Bill List

D. Warrants

The attached bill lists:

- May 2021 payroll (**Attachment D1**)
- May through June 2021 warrants (**Attachment D2**)

**Business
Administrator to
Continue Payment
until next BOE**

E. Approval of Payment of Bills

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

Voided Checks

F. Void Checks

Approval to void the following warrant account checks:

#3036 06/02/20	\$3,385.13	Scalio
#3119 06/30/20	\$.50	Tomasini
#3121 06/30/20	\$6.20	Mercado
#3122 06/30/20	\$.60	Mignucci
#3126 06/30/20	\$4.65	Fox
#3127 06/30/20	\$.15	Jewell
#3129 06/30/20	\$22.85	Mackins

Motioned by Karen Sorbello, Second by Mark Godfrey

Vote: To approve Items A through F

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 G and H

Capital Reserve

G. Capital Reserve - To approve the following resolution:

Resolution, to transfer up to \$50,000.00 of 2020-2021 year unspent budgeted Capital Reserve back into the Capital Reserve.

Resolution for Transfer of Current Year Unspent Capital Reserve to Reserve

WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Magnolia Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Capital Reserve account at year end, and

WHEREAS, the Magnolia Board of Education has determined that an amount not to exceed \$50,000.00 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Magnolia Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

Capital Reserve

G Capital Reserve - To approve the following resolution:

Resolution, to transfer up to \$500,000 of 2020-2021 year surplus to Capital Reserve.

Resolution for Transfer of Current Year Surplus to Reserve

WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Magnolia Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Capital Reserve account at year end, and

WHEREAS, the Magnolia Board of Education has determined that an amount not to exceed \$500,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Magnolia Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

Motioned by Rebeca Lang Stafferi, Second by Mark Godfrey

Vote: To approve Items G and H

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

Motion Approved

Motion to Approve Item I through N

- | | |
|----------------------------|---|
| JIF Premium | I JIF Premium – County Insurance Pool Joint Insurance Fund (BCIPJIF) insurance coverage and student accident coverage for the 2021-2022 school year at a cost of \$86,838.00. |
| Resolution 2021-6-1 | J Resolution 2021-6-1 – Resolution directing the distribution of net returned surplus funds held by Burlington County Insurance Pool Joint Insurance Fund in the amount of \$4,344.00 to be used to offset the 2021-2022 premium (Attachment J1). |
| PL 2015 Chapter 47 | K PL 2015 Chapter 47 – To recognize the attached list to be in compliance with PL 2015 Chapter 47 (Attachment K1). |
| Security Grant | L Security Grant
To approve submission of the School Security Grant in the amount of \$20,540.00 with the acknowledgement of the availability of local funds to pay for costs of the proposed work that exceed the school district's grant allowance. |
| ARP Grant | M ARP Grant
To approve the submission of the application and acceptance of the American Rescue Plan Elementary and Secondary School Emergency Relief Funds in the amount of \$797,178.00. |
| IDEA Grant | N IDEA Grant – To approve submission and acceptance of the 2021-2022 IDEA Grant in the following amounts:
IDEA Basic - \$128,411.00
IDEA Preschool - \$7,213.00 |

Motioned by Joyce Albrecht, Second by Rebecca Lang Stafferi

Vote: To approve Items I through N

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 Item O through S

- | | |
|------------------------------|--|
| CM3 Non Fair and Open | O Non Fair and Open – To award a non fair and open contract to CM3 for HVAC services in an amount to exceed \$17,500.00 for the 2021-2022 school year (service agreement is \$20,876.00 for the year plus parts / extra hours). |
|------------------------------|--|

Amazing Transformations – Non Fair and Open

P Amazing Transformations

To award non fair and open contract to Amazing Transformations, LLC for the 2021-2022 school year for autism and behavioral consultative services in an amount to exceed \$17,500.00 (estimated cost of \$215,032.00).

Franklin Covey – Non Fair and Open

Q Franklin Covey

To award non fair and open contract to Franklin Covey Client Sales, Inc. for the 2021-2022 school year for Leader in Me and Professional Development services in an amount to exceed \$17,500.00 (estimated cost of \$24,570.38). (Note: Paid through ESSER funds).

Bayada – Non Fair and Open #489851896

R Bayada - To award a non fair and open contract to Bayada Home Health Care, Inc. for RN services for student #4898518196 in the amount of \$55.00 per hour for the 2021-2022 school year in an amount to exceed \$17,500.00.

Bayada – Non Fair and Open #3963950202

S Bayada - To award a non fair and open contract to Bayada Home Health Care, Inc. for RN services for student #3963950202 in the amount of \$55.00 per hour for the 2021-2022 school year in an amount to exceed \$17,500.00.

Motioned by Eric Virostek, Second by Rebecca Lang Staffieri

Vote: To approve Items O through S

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)

Audience Participation II

Motion Approved

Recess into Closed Session

None

RECESS INTO CLOSED SESSION at approximately 7:30 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 **7:50** p.m. this evening.

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 **Superintendent Evaluation**) ;

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 Lang Stafferi, Seconded by Joyce Albrecht

Vote: To Enter Executive Session
Voice Vote. All in favor (7-0-0)

Action will be taken after Executive Session

**Resumption to Public
Portion of the Meeting**

RESUMPTION OF PUBLIC PORTION OF THE MEETING – 7:48 pm

Motioned by Karen Sorbello, Seconded by Mark Godfrey

Vote: To approve Resumption of Public Portion of the Meeting
Voice vote. All in favor (7-0-0)

**Superintendent's
Evaluation 20-21**

Superintendent Evaluation

Motion that the Board of Education approve the Superintendent's Evaluation for the 2020-2021 school year.

Motioned by Karen Sorbello, Second by Joyce Albrecht

Vote: To approve Superintendent Evaluation
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

Adjournment

ADJOURNMENT

Motion to adjourn meeting at 7:50 pm by Mark Godfrey, Seconded by Eric Virostek.

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

Respectfully submitted,

**Greg Gontowski
Board Secretary**

