

**Magnolia School District
Board of Education
Regular Meeting
Minutes
March 16, 2021
7:00 P.M.**

Mr. Nick D'Amico opened the regular meeting at 7:00 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
Mr. Greg Gontowski, Business Administrator/Board Secretary
Mr. Bill Morlok, Solicitor

Mission Statement

Mission Statement was read by Nick D'Aminco.

- Minutes of the Regular Board of Education meeting held on February 16, 2021

Approval of Minutes

Motioned by Rebecca Karen Sorbello, Seconded by Rebecca Lang Staffieri

Vote: To approve Minutes
Voice Vote. All in favor

Motion Approved (7-0-0)

Open Audience Participation I – AGENDA ITEMS ONLY

Motioned by Rebecca Ammen, Seconded by Eric Virostek

Audience Participation I

Vote: To approve opening of Audience Participation I
Voice Vote. All in favor (7-0-0)

None

Close Audience Participation I

Close Audience Participation I

Motioned by Rebecca Ammen, Seconded by Eric Virostek

Vote: To approve closing of Audience Participation I
Voice vote. All in favor (7-0-0)

BOARD OF EDUCATION BUSINESS

Unfinished Business None

New Business None

State and Local School Board Association None

Superintendent's Report

Superintendent's Report **Informational Items:**

A. Curriculum/Programs:

1. Admin team meet to start planning for summer to address academic loss and SEL.
2. Sent out a survey to all parents.
3. Planning a robust program for students using ESSR II funds to support the 20-21 and 21-22 summer school year.
4. Week of March 22, moving to 4 single session days for all hybrid learners (65%).

B. Interdistrict:

1. Meet with Superintendents to discuss end of year planning and activities.

C. Public Relations/Liaison - None

D. Student/Parental Issue and Concerns

1. Remedial/ retention letters went to parents of middle school students who have failed at least one or two trimesters. Superintendent to discuss the plan.

E. Buildings and Grounds

1. A shelter in place was conducted on February 9, 2021
2. A fire drill was conducted on February 23, 2021
3. A fire drill was conducted on February 25, 2021

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

G. Misc

1. Received the NJIETA honors award.

H. HIB

No HIB to report at this time

I. Principal's Report

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

Personnel

Accept with
regret the
Resignation of
Daniel Yang
2/12/21

Motion to Approve Personnel Items 1 and 2

1. Ratification of the resignation of Daniel Yang as technology assistant effective February 12, 2021.
2. Lamont Pope as part time custodian (20 hours week) beginning on March 29, 2021 at step 8 \$43,947.00 pro-rated to \$18,311.25 (10 month employee).

Lamont Pope –
Part Time
Custodian –
3/29/21

Motioned by Rebecca Lang Staffieri, Second by Rebeca Ammen

Vote: To approve Personnel Items 1 and 2

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

Motion Approved

Calendar

2021-2022 –
Calendar

Motion to Approve Calendar Item 1

1. The 2021-2022 Magnolia School District Calendar (**Attachment**).

Motioned by Joyce Albrecht, Second by Rebeca Lang Staffieri

Vote: To approve Calendar Item 1

Voice Vote. All in favor (6-0-1)Godfrey – Abstained**

Motion Approved

Clubs

Motion to Approve Clubs Item 1

D. Cogan & D. Smith to Chair and to Chair the Robotics Club

1. Dave Cogan and Dylan Smith to chair and co-chair the following clubs at a stipend of \$625.00 for each club
Robotics - grades 3-5
Robotics - grades 6-8

Motioned by Karen Sorbello, Second by Eric Virostek

Vote: To approve Clubs 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

Trips

Motion to Approve Trips Items 1 through 3

Hershey Park 8th Grade Class Trip 6/9/21

1. The 8th grade class trip to Hershey Park on Wednesday, June 9, 2021 from 8:00am to 10:00pm (this is not a board expensed trip) (**Attachment**).

Three Staff Members – To Chaperone 8th Grade Trip

2. Three staff members (to be determined) to chaperone the 8th grade class trip at a cost \$80.00 a person

8th Grade Diner Dance - Ramblewood County Club 6/7/21

3. The 8th grade dinner dance to Ramblewood Country Club on Monday, June 7, 2021 from 7:00pm to 11:00pm (board to pay for one bus at a cost of \$310.00.

Motioned by Karen Sorbello, Second by Rebecaa Lang Staffieri

Vote: To approve Trips Items 1 through 3

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

Workshops

Motion to Approve Workshops Items 1 through 5

Employee's Paid out of Title II Funds

1. Ratification of the following employees to be paid out of Title II funds:
Trauma Training on February 11, 2021
Olivia Heyser and Steve Kreal - \$20.00 each

2. Ratification of the following employees to be paid out of Title II funds:
Gmail and Google training on 2/18/2021

Olivia Heyser - Trainer - \$80.00

Kelly Livingston, Evelyn Shanefield, Erin Sorrentino, Brandon Gordon, Steve Kreal, Gail Walters, Patty constantine, John Russo, Tricia Singleton, Haley Attanasi - \$20.00 each

Caterina Macrina - \$15.87

G. Samuels - \$19.52

Vicki Scott - \$13.85

Carol Nicholson - \$14.84

3. Ratification of the following employees to be paid out of Title II funds:

GoFormative on February 24, 2021

Dave Cogan - Trainer - \$80.00

Steve Taylor, Gail Walters, Jamie DeVecchis, Evie Shanefield, John Russo, William Keane, Olivia Heyser, Leah Hallahan, Stephen Kreal, Aphrodite Dellaporta, and Patty Constantine - \$20.00 each

4. Ratification of the following employees to be paid out of Title II funds:

Google Slides (but so much more) on March 3, 2021

Ashton Whitaker - Trainer \$80.00

Erin Sorrentino, Gail Walters, George Gordon - \$20.00 each

Caterina Macrina - \$15.87

Vicki Scott - \$13.85

5. Ratification of Evelyn Shanefield and Jennifer Pontarelli to teach SEL Social Emotional Learning fitness classes after school to be paid \$40.00 an hour for 15 sessions each (to be taken out of Title 2 funds).

Motioned by Rebecca Lang Stafferi, Second by Mark Godfrey

Vote: To approve Workshops Items 1 through 5

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

Policies

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.)

**Second Reading
& Adoption of
Policy 1643
Family Leave**

1. Second reading and adoption of policy 1643 - Family Leave (**Attachment**).

**Second Reading
and Adoption of
Policy and
Regulations
5330.01 –
Medical
Cannabis**

2. Second reading and adoption of policy and regulation 5330.01 - Administration of Medical Cannabis (**Attachment**).

3. Second reading and adoption of regulation 7425 - Lead Testing of Water in Schools (**Attachment**).

Motioned by Mark Godfrey, Second by Rebecca Ammen

**Second Reading
and Adoption of
Regulation 7425
Lead Testing of
Water**

Vote: To approve Workshops Items 1 through 3

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
Report**

BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORT

Informational Items:

Financial Disclosure Forms

Governance Training

-

Board Actions

Board Actions:

Motion to Approve Items A thru E

A. Monthly Reports

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

B. Transfer of Funds

The attached transfer list, with the recommendation of the Superintendent, for the month of January 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 January 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 January 2021 The Treasurer's Report and Secretary's report are in agreement for the month of January 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:

- February 2021 payroll **(Attachment D1)**
- February and March 2021 warrants **(Attachment D2)**

E. Approval of Payment of Bills

Business
Administrator to
Continue
Payment until
next BOE

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.

Motioned by Rebecca Lang Staffieri, Second by Rebecca Ammen

Vote: To approve Items A through E

Roll Call Vote. All in favor: Mrs. Albrecht, Mrs. Ammen, **Mr. Godfrey, Mrs. Lang Staffieri, Mr. Virostek, Mrs. Sorbello and Mr. D'Amico (6-0-1) **Godfrey Abstained – Payments to Borough

Motion Approved

Archway
Programs to
Run Just Kids
2021-2022

Motion to Approve Items F through I

F. Archway – To approve contract with Archway Programs to run Just Kids for the 2021-2022 school year.

**Hardenbergh
Ins. 2021-2020**

**Submission of
an Amendment
for Title II
Funds for
2020-2021**

**CCESC
Contract with
WJ Gross**

G. Risk Management Consultant

To approve the attached resolution appointing Hardenbergh Insurance Group as Risk Management Consultant for the 2021-2022 school year (**Attachment G1**).

H. Title II Amendment – To approve submission of an amendment for Title II funds for the 2020-2021 school year.

I Concrete

To approve purchase through CCESC Contract #66CCEPS with WJ Gross for the repair of concrete and outside stairways in the amount of \$103,000.00.

Motioned by Mark Godfrey Second by Rebecca Ammen

Vote: To approve Items F through I

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 J and K

**Budget and
Resolution**

J. 2021-2022 Budget and Resolution

It is recommended that the Magnolia Board of Education approve 2021-2022 School Year Budget, and Resolution, for submission to the Executive County Office of Education.

RESOLUTION

WHEREAS, the Magnolia Board of Education has developed its 2021-2022 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 2021-2022 school budget as presented by the administration which includes the following:

	Budget	Local Tax Levy
General Fund	\$9,609,127.00	\$4,479,412.00
Special Revenue Fund	\$629,795.00	
Debt Service Fund	\$258,025.00	\$204,534.00
Total Base Budget	\$10,496,947.00	\$4,683,946.00

See Attachments (Revenues and Appropriations)

Included in budget line 620, Budgeted Withdrawal from Capital Reserve – for Excess Cost & Other Capital Projects, is \$700,000.00 for other capital project costs of building renovations and repairs including but not limited to, exterior renovations (playground, drainage, etc.), and interior renovations (floors, bathrooms, etc.). The total costs of this project is \$700,000.00 which represent expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the core curriculum content standards.

Maximum Travel
Budget

K. 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.

The maximum travel expenses for all staff for the 2020-2021 school year is limited to \$20,000.00 and the amount spent year to date is \$0.00.

Motioned by Joyce Albrecht, Second by Rebecca Lang Staffieri

Vote: To approve Items J and K

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 Items A through E

**Preschool
Playground**

A. Preschool Playground

To approve purchase through NJ State Contract #A81422 for the purchase of (preschool) playground equipment in the amount of \$26,594.00 through General Recreation, Inc.

**Preschool
Playground
Drainage**

B. Preschool Playground/Drainage

To approve purchase through CCEPS Contract #66CCEPS with WJ Gross for the installation of playground equipment and additional drainage work in the amount of \$38,940.00.

**Danielson
Instrument for
Teacher
Observations
2020-2021**

C. To approve the Danielson Instrument for teacher observations during the 2020-2021 school year.

**Sterling
Intrdistrict –
Instrument
2020-2021**

D. Sterling Interdistrict Instrument

To approve the Sterling Interdistrict Evaluation Instrument for administrator evaluations during the 2020-2021 school year.

CRRSA Grant

E. CRRSA Grant

To approve the acceptance of CRRSA funds in the amount of \$424,955.00.

Motioned by Rebecca Lang Staffieri, Second by Rebecca Ammen

Vote: To approve Addendum Items A through E

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

**Audience
Participation II**

Open Audience Participation II

Motioned by Joyce Albrecht, Seconded by Rebecca Ammen

Vote: To approve opening of Audience Participation II

Voice Vote. All in favor (7-0-0)

None

**Close Audience
Participation II**

Close Audience Participation II

Motioned by Joyce Albrecht, Seconded by Rebecca Lang Staffieri

Vote: To approve closing of Audience Participation II

Voice vote. All in favor

Motion Approved (7-0-0)

Magnolia Board of Education Meeting held on March 16, 2021

**Executive
Session**

None

Ethics training by Mr. Morlock

Adjournment

ADJOURNMENT

Motion to adjourn meeting at 8:20 pm by Rebecca Ammen Seconded by Joyce Albrecht

Vote: To Adjourn meeting

Voice Vote. All in favor (7-0-0)

Respectfully submitted,

**Greg Gontowski
Board Secretary**

