

**Magnolia School District
Board of Education
Regular Meeting
Minutes
May 2, 2023
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. Rebecca Ammen	Absent
Mr. Nick D’Amico	Present
Mr. Mark Godfrey	Present
Mrs. Rebeca Lang Staffieri	Present
Mrs. Karen Sorbello	Present
Mrs. Alyssa Vazquez-Colon	Present
Mr. Dale Martin	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 to be approved in June

Audience Participation I

Open Audience Participation I – AGENDA ITEMS ONLY

Motioned by Rebecca Lang Stafferi, Seconded by Alyssa Vazquez-Colon

**Vote: To approve opening of Audience Participation I
Voice Vote. All in favor (6-0-0)**

None

Close Audience Participation I

Motioned by Rebecca Lang Stafferi, Seconded by Alyssa Vazquez-Colon

Update of Edmentum Student Performance Data

**Vote: To approve closing of Audience Participation I
Voice vote. All in favor (6-0-0)**

Jen Pontarelli - give an update on our Edmentum Student Performance Data in Reading and Math

**Board of
Education
Business**

BORD OF EDUCATION BUSINESS

**Unfinished
Business**

None

New Business

Nick D’Amico – Timeline for Superintendent evaluation

**State and Local
School Board
Association**

None

**Recess into Closed
Session**

RECESS INTO CLOSED SESSION at approximately 7:28 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 **8:00 p.m.** this evening.

Any matter the disclosure of which constitutes an unwarranted invasion of individual privacy;

Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer (If pending or anticipated litigation, the matter is: MSEA Contract)
(If contract negotiation the nature of the contract and interested party is _____)

Under certain circumstances, if public disclosure of the matter would have a potentially negative impact on the District’s position in the litigation or negotiation, this information may be withheld until such time that the matter is concluded or the circumstances no longer present a potential impact);

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 Alyssa Vazquez-Colon, Seconded by Mark Godfrey

**Vote: To Enter Executive Session
Voice Vote. All in favor (6-0-0)**

Action will be taken after Executive Session

**Resumption to
Public Portion of
the Meeting**

RESUMPTION OF PUBLIC PORTION OF THE MEETING – 7:52 pm

Motioned by Alyssa Vazquez-Colon, Seconded by Rebecca Lang Staffieri

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

Motion Approved

**Superintendent's
Report**

Superintendent's Report

Information Items:

A. Curriculum/Programs – None

B. Interdistrict - None

C. Public Relations/Liaison- None

D. Student/Parental Issue and Concerns - None

E. Buildings and Grounds

1. A fire drill was conducted on April 4, 2023
2. A shelter in place was conducted on April 25, 2023

F. Negotiations/Contractual (Executive Session)

1. Residency Issue student #6625776276

G. Misc

1. Summer hours: Superintendent discussed
2. NJ School Boards Convention (Superintendent Discussed)

H. HIB

1. No HIB to report at this time

I Principal's Report – None

Personnel

Motion to Approve Personnel Item 1

Personnel

Memorandum of Agreement and Salary Guides

1. To accept the memorandum of agreement and salary guides between Magnolia Board of Education for the time period July 1, 2023 through June 30, 2027.

Motioned by Mr. Mark Godfrey, Seconded by Mrs. Rebecca Lang Staffieri

Vote: To approve Personnel Item 1

Roll Call Vote. All in favor: Mrs. Lang Staffieri, Mr. Godfrey, Mr. Martin, Mrs. Sorbello, Mrs. Vazquez-Colom and Mr. D'Amico (6-0-0)

Accept with regret the Resignation of Lisa Michalowski 6/30/23

Motion Approved

Motion to Approve Personnel Items 2 through 12

2. The resignation of Lisa Michalowski effective 6/30/2023 - **(Attachment)**
3. The retirement of Susan Anastasi after 34 years of service to the Magnolia Public School District – **(Attachment)**
4. Julie Kemble to take maternity leave and invoke the family leave act effective September 25, 2023 with an anticipated return date of January 22, 2024.
5. Ashton Whitaker to take maternity leave and invoke the family leave act effective October 20, 2023 with an anticipated return date of April 8, 2024.
6. Erin Hobbs as Long term building assistant/substitute for the 23-24 school year at a salary of \$32,500.
7. Ashley Morris as elementary education teacher beginning September 1, 2023 at a starting salary of \$57,425.
8. Renewal of tenured and non-tenured teaching staff for the 2023-2024 school year – **(Attachments)**

Accept with regret the Retirement of Susan Anastasi

Julie Kemble – Maternity Leave and Family Leave 9/25/23-1/22/24

Ashton Whitaker Maternity Leave and Family Leave 10/20/23-4/8/24

Erin Hobbs – Long Term Building Assistant/ Substitute 23-24

Renewal of Teaching Staff 23-24 Renewal of Non-Represented Employees 23-24

Renewal of Substitute Custodians 23-24

Colleen Roehr – Prepare for the Magnolia art Show

Lezley Turnbull and Jamie Devecchis – Work July and August 2023-2024

9. Renewal of non-represented employees for the 2023-2024 school year – **(Attachment)**
10. Renewal of the following substitute custodians for the 2023-2024 school year at a rate of \$17.00 an hour
Hiedi Adamski, Jeanette Martin, and Gregory Nichols
11. Colleen Roehr to be paid \$20.00 an hour not to exceed 10 hours to prepare for the Magnolia Art show
12. Lezley Turnbull and Jamie Devecchis to work over the months of July and August be paid \$20.00 an hour not to exceed 10 hours, for HIB and planning purposes for the upcoming 2023-2024 school year (to be taken out of ESSR II)

Motioned by Mrs. Karen Sorbello, Seconded by Mrs. Rebecca Lang Staffieri

Vote: To approve Personnel Items 2 through 12

Roll Call Vote. All in favor: Mrs. Lang Staffieri, Mr. Godfrey, Mr. Martin, Mrs. Sorbello, Mrs. Vazquez-Colom and Mr. D’Amico (6-0-0)

Motion Approved

Motion to Approve Activities/Trips Item 1

Extra-Curricular and Athletic Activities 23-24

1. The list of extra-curricular and athletic activities programs for the 2023-2024 school year – **(Attachment)**

Motioned by Mr. Mark Godfrey, Seconded by Mr. Dale Martin

Vote: To approve Activities/Trips Item 1

Roll Call Vote. All in favor: Mrs. Lang Staffieri, Mr. Godfrey, Mr. Martin, Mrs. Sorbello, Mrs. Vazquez-Colom and Mr. D’Amico (6-0-0)

Motion Approved

Motion to Approve Policies Items 1 through 3

Policies

Second Reading Policy #4217

1. Second reading of Policy #4217 Corporal Punishment- **(Attachment)**

Second Reading – Regulation #6115.01

2. Second reading of Regulation #6115.01 Federal Awards/Funds Internal Controls **(Attachment)**

Second Reading Regulation #6115.04

3. Second reading of Regulation #6115.04 /federal Duplication of Benefits- **(Attachment)**

Motioned by Mrs. Rebecca Lang Staffieri, Seconded by Mrs. Alyssa Vazquez-Colon

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

Motion Approved

**Board Secretary
Report**

BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORT

Informational Items:

Board Actions

Board Actions:

Motion to Approve Items A through G and Addendum Items A through C

Warrants

A Warrants

The attached bill lists:

- May 2023 warrants (**Attachment A1**)

**Food Service –
Sodexo 23-24**

B Food Service Management Company – It is recommended that the Board of Education approve the following Resolution for the 2023-2024 school year:

Be it resolved that the Magnolia Board of Education Approves:

Surplus Guarantee

Sodexo guarantees that District shall receive an annual Surplus of Twenty Thousand Dollars (\$20,000.00) for the 2023-2024 school year. The FSMC agrees to reimburse the SFA for the amount, by which the SFA’s actual return for the current year is less than the Guaranteed Return for the current year.

Management Fee

District shall pay Sodexo a Management Fee in an amount equal to Twenty Nine Thousand Six Hundred and Twenty Five Dollars (\$29,625.00) for the 2023-2024 contract year.

**Archway- Just
Kids 23-24**

C Archway – To approve contract with Archway Programs to run Just Kids for the 2023-2024 school year.

**Risk
Management
Consultant –
Hardenbergh
Insurance 23-24**

D Risk Management Consultant

To approve the attached resolution appointing Hardenbergh Insurance Group as Risk Management Consultant for the 2023-2024 school year (**Attachment D1**).

Woodlynne-
Shared Service
23-24

- E Shared Services Agreement** – To approve shared service agreement with Woodlynne Board of Education for Business Office Services in the amount of \$152,300.00 less the refund of \$11,525.00 per attached contract for the 2023-2024 school year (**Attachment E1**).

ESS Northeast –
Non Fair and
Open 21-22

- F Non Fair and Open** – To award non fair and open contract to ESS Northeast, LLC for the 2023-2024 school year for substitute staffing services in an amount to exceed \$17,500.00. (Note: RFP was done for the 2021-2022 school year)

Business
Administrator
to Continue
Payment of all
Bill until next
BOE Meeting

- G Bills** – Approval to pay bills prior to June board meeting due to the time length between meetings being greater than one month

Addendum Items A through C

WJ Gross –
Gym Wall

- A WJ Gross** – To approve purchase through CCESC Contract #66CEPS with WJ Gross for Gym Wall Acoustic Paneling in the amount of \$28,240.00.

SAVVAS
Learning – Non
Fair and Open
23-24

- B Non Fair and Open** – To award a non fair and open contract to SAVVAS Learning Company for Envisions in an amount to exceed \$17,500.00 for the 2023-2024 school year.

Houghton
Mifflin – Non
Fair and Open
23-24

- C Non Fair and Open** – To award a non fair and open contract to Houghton Mifflin for Curriculum Materials in an amount to exceed \$17,500.00 for the 2023-2024 school year.

Motioned by Mark Godfrey, Seconded by Dale Martin

Vote: To approve Items A through E, G and Addendum Items A through C
Roll Call Vote. All in favor: Mrs. Lang Staffieri, Mr. Godfrey, Mr. Martin, Mrs. Sorbello, Mrs. Vazquez-Colon and Mr. D’Amico (6-0-0)

Vote: To approve Item F
Roll Call Vote. All in favor: Mrs. Lang Staffieri, Mr. Godfrey, Mr. Martin, Mrs. Sorbello, Mrs. Vazquez-Colon and **Mr. D’Amico (5-0-1) Nick D’Amico-Abstained**

Motion Approved

Motion to Approve Items H through K

Budget 2023-
2024

- H 2023-2024 Budget**
WHEREAS, the Magnolia Borough Board of Education has developed its 2023-2024 school budget, and

WHEREAS, a budget hearing was held on May 2, 2023.

WHEREAS, NJAC 6:19-2.7(a) requires Magnolia Board of Education to adopt and submit a formal Board resolution,

NOW THEREFORE, BE IT RESOLVED that the Magnolia Board of Education hereby approves the 2023-2024 school budget as presented by the administration which includes the following:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2023-24 Total				
Expenditures	10,535,483.00	278,740.00	257,825.00	11,072,048.00
Less: Anticipated				
Revenues	<u>6,094,705.00</u>	<u>278,740.00</u>	<u>53,451.00</u>	<u>6,207,294.00</u>
Taxes to be Raised	<u>4,660,380.00</u>	<u>0.00</u>	<u>204,374.00</u>	<u>4,864,754.00</u>

Included in budget line 620, Budgeted Withdrawal from Capital Reserve – for Excess Cost & Other Capital Projects, is \$500,000.00 for other capital project costs of building renovations and repairs including but not limited to, exterior renovations (concrete, brick, etc.), and interior renovations (floors, bathrooms, etc.). The total costs of this project is \$500,000.00 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.

**Legal
Resolution**

I Legal Resolution

WHEREAS, the Magnolia Board of Education legal expenses exceed 130% of the state average per pupil costs (\$64 per pupil) and;

WHEREAS, N.J.A.C. 6A:23A-5.2 requires districts that exceed 130% of state average per pupil costs to implement procedures to reduce legal expenses;

THEREFORE BE IT RESOLVED, that the Magnolia Board of Education acknowledges the following procedures to be implemented by the Magnolia Administration:

- Employees authorized to contact legal counsel are the Superintendent, Business Administrator / Board of Secretary, and Confidential Secretary, unless deemed necessary by the Superintendent.
- Administration will refer to board policy and administrative regulations before contacting legal counsel.
- Requests will be approved by the Superintendent before contacting legal counsel.

- Legal invoices will be reviewed by authorized employees before payment is rendered.

**Tax Payment
Schedule 23-24**

J Tax Payment Schedule – It is recommended that the Board of Education approve the following monthly schedule of Borough tax payments to the Magnolia Board of Education.

July 2022	\$397,792.00	January 2023	\$397,793.00
August 2022	\$397,793.00	February 2023	\$397,793.00
September 2022	\$397,793.00	March 2023	\$397,793.00
October 2022	\$397,793.00	April 2023	\$397,793.00
November 2022	\$397,793.00	May 2023	\$397,793.00
December 2022	\$397,793.00	June 2023	\$397,791.00

Total 2022-2023 taxes \$4,773,513.00

**Extraordinary
Aid 22-23**

K Extraordinary Aid – To approve submission of the extraordinary aid application for the 2022-2023 school year.

Motioned by Mark Godfrey, Seconded by Rebecca Lang Staffieri

Vote: To approve Items H through K

Roll Call Vote. All in favor: Mrs. Lang Staffieri, Mr. Godfrey, Mr. Martin, Mrs. Sorbello, Mrs. Vazquez-Colon and Mr. D’Amico (6-0-0)

Open Audience Participation II – None

Adjournment

ADJOURNMENT

Motion to adjourn meeting at 8:15 pm by Mark Godfrey Seconded by Alyssa Vazquez-Colon

Vote: To Adjourn meeting

Voice Vote. All in favor

Respectfully submitted,

**Greg Gontowski
Board Secretary**

