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Lawnside Board of Education Meeting Minutes

June 13, 2024  
**CALL TO ORDER**

The Regular Meeting of the Lawnside Board of Education was called to order at 7:06 p.m. in-person by the Board President, Ms. Forrest. After repeating the Pledge of Allegiance and after observing a moment of silence, the following members answered present to the roll call.

|               |            |               |           |
|---------------|------------|---------------|-----------|
| Forrest -Y    | Hayes - Y  | Arterbridge Y | Catlett Y |
| Cauthorne - Y | Harper - Y | Kittles Y     | Still - Y |

Present- 8  
Absent - 0  
Vacant - 1

Also present were Dr. Ronn Johnson, Superintendent; Mark Gordon, ABA; and Darryl Rhone, Board Solicitor.

**OPENING STATEMENT**

Public notice of this meeting pursuant to the Open Public Meetings Act Chapter 231 PL 1975 has been given by the Board Secretary in the following manner:

- a Posting written notice on the official school bulletin board at the Lawnside Public School and District website
- b Sending notice to the Courier Post and the Retrospect newspapers
- c Position on the district website

**APPROVAL OF BOARD MINUTES**

Regular Meeting - May 2, 2024

Motion: Ms. Kittles  
Second: Ms. Hayes

|               |           |                 |             |
|---------------|-----------|-----------------|-------------|
| Forrest -Y    | Hayes - Y | Arterbridge - Y | Catlett - Y |
| Cauthorne - Y | Harper Y  | Kittles Y       | Still - Y   |

Vote - 8- Yes

Motion Carried

LAWNSIDE SCHOOL DISTRICT  
BOARD OF EDUCATION  
426 CHARLESTON AVENUE  
LAWNSIDE, NEW JERSEY 08045  
“Looking Forward To Success”

To: Lawnside Board of Education  
From: Dr. Ronn H. Johnson, Superintendent  
Re: Superintendent’s Report (Recommendations)  
Date: June 13, 2024

**Informational Items:**

**Lawnside Education Foundation Golf Outing and Awards Banquet**

**QSAC Interim Review Letter**

**Algebra I Parent Meeting Agenda**

**School Improvement Aid Allocation Letter**

**Presentation**

**Student Safety Data System Report- (Ms. Kirk)**

**District Goals:**

The District Goals were established in collaboration with the Lawnside Board of Education members at the Board retreat on Thursday, June 29, 2023.

In June, 70% of students will meet their ELA & Math annual growth targets as measured by the iReady diagnostic assessment.

Decrease chronic absenteeism by 10%

Effectively communicate with parents and community district information, specifically the New Attendance Policy.

**Student Enrollment - 346**

**ADA- 309**

**Harassment, Intimidation, and Bullying: 1**

**Suspensions for May~ 1**

The Superintendent is not in receipt of any parental request for a Board Hearing at this time.

**School Safety Drills:**

**Fire Drill- 5/30/24 @ 2:00 pm**

**Safety Drill- 5/28/24 @ 11:00 am Shelter In Place with Instruction**

**PERSONNEL** - It is recommended by the Superintendent items 1- 9 be approved as written.

1. It is recommended that Staff #372 be approved as a Preschool Teacher for the 2024-2025 school year at a salary of \$60,545 (Step 1-BA+20).
2. It is recommended that Staff #371 be approved as a Custodian for the 2024-2025 school year at a salary of \$38,456 (Step 1).
3. It is recommended that Staff #247’s Letter of Resignation as Instructional Coach be approved effective June 17, 2024. (60 day notice. Last day August 12, 2024)
4. It is recommended that Staff #356’s Letter of Resignation as an Basic Skills Math Teacher be approved effective June 13, 2024.
5. It is recommended that Staff #348’s Letter of Resignation as an Elementary Teacher be approved effective June 13, 2024.
6. It is recommended that Staff #196’s revised Request for Maternity Leave be approved for the 2024-2025 school year.

- It is recommended that the following staff members be approved to participate in Annual School Plan revisions if needed at an hourly rate of \$44.82 not to exceed 4 hours. (Approval requested in the case of revisions per the Department of Education)

Staff ID# 314

Staff ID# 322

Staff ID# 203

Staff ID# 247

Staff ID# 199

- It is recommended that Staff ID# 164 be placed on paid administrative leave pending the outcome of an internal investigation.

**MANAGEMENT-** It is recommended by the Superintendent items 1- 12 be approved as written.

- It is recommended that the Annual School Plan for 2024-2025 be approved for submission to the New Jersey Department of Education. (Board resolution required)
- It is recommended that the contract between the Lawnside School District and Rowan's School of Osteopathic Medicine be approved for the 2024-2025 school year. (School doctor)
- It is recommended that LearnWell be approved to provide educational services for student referred to their facility for treatment during the 2023-2024 school year.
- It is recommended that the Marzano Evaluation Center's observation platform be approved for use to evaluate staff during the 2024-2025 school year.
- It is recommended that service agreement between SWING Education and the Lawnside School District be approved to provide substitute teacher services for the 2024-2025 school year.
- It is recommended that the job description for Behavior Support Aide be approved for the 2024-2025 school year. (Seeking to bring this service in-district versus contracting with outside vendors.)
- It is recommended that the position of Behavior Support Aide be approved for posting for the 2024-2025 school year. (District is in need of approximately 4 aides)
- It is recommended that Contractor ID# C-002 of New View provide Speech Language Therapy services during the 2024 Extended School Year July 8 - August 2nd 8:30 - 1:00 p.m. Monday - Friday at a rate of \$90 per hour
- It is recommended that the position of Substitute Security Guard be approved for posting for the 2024-2025 school year.
10. It is recommended that the Student Safety Data Report for the 2-23-2024 school year be approved for submission to the New Jersey Department of Education.
11. It is recommended that Global Compliance Network be approved to provide online tutorials to meet the mandated professional development requirements for staff during the 2024-2025 school year.

| Staff ID # | Workshop/Training   | Date                     | Cost             |
|------------|---|--------------------------|------------------|
| #154       | Google Workshops for School Secretaries & Administrative Assistants | 6/24, 6/25, 6/26, & 6/27 | \$210 per person |
| #162       |   |                          |                  |
| #277       |   |                          |                  |

12. It is recommended that the following Professional Development Opportunities be approved for the 2024-2025 school year.

**Field Trip**

1. It is recommended that the following field trips be approved for the 2023-2024 school year:

| Grade | Location                       | Date    | Cost |
|-------|--------------------------------|---------|------|
| 8th   | Camden County Technical School | 9/19/24 | Free |

Please contact Dr. Johnson at 856-546-4850 ext. 2200 or ronjohnson@lawnside.k12.nj.us if you have any questions prior to the board meeting on Thursday.

**APPROVAL OF SUPERINTENDENT’S REPORT**

Motion: Ms. Still  
Second: Ms. Cauthorne

|               |            |                 |             |
|---------------|------------|-----------------|-------------|
| Forrest -Y    | Hayes - Y  | Arterbridge - Y | Catlett - Y |
| Cauthorne - Y | Harper - Y | Kittles Y       | Still - Y   |

Vote: Yes-8  
Motion: Carried

**GOVERNANCE** - Board President: discussed the Evaluation of the RFP for the board Solicitor.

**PUBLIC COMMENTS:** - None

**CORRESPONDENCE** -None

**OLD BUSINESS** - None

**COMMITTEE REPORTS**

**CURRICULUM COMMITTEE** - *Chairperson:* Ms. Hayes: The committee met with the school planning committee on June 6th. They discussed the 8th-grade Algebra I course, the related 8th-grade parent meeting, and the survey. Despite the district’s efforts to reach out to parents, there was low feedback regarding the course. They also discussed the annual school plan, the goals and objectives of the committee, and created and submitted the school plan. Additionally, they addressed how to motivate middle school students to achieve success and how the relationship

between a student's school and home life impacts their success. The committee came up with several ideas to help with student motivation that will be implemented starting in the fall. At this time, there is no **recommendation to be submitted.**

**PERSONNEL & FINANCE COMMITTEE - N/A**

**POLICY COMMITTEE- N/A**

**OUTREACH COMMITTEE - Chairperson:** Ms. Couthorne. The Back to School Bonanza will be held on August 24th from 12:00 PM to 3:00 PM

**HADDON HEIGHTS REP- Chairperson:** MS. Hayes: Graduation for high school students is on June 20th. The district hired an existing teacher, Ryan Thompson, who resides in Lawnside, to teach the AP African American History course in conjunction with his current English course load. He will receive training this summer in the course curricula to ensure success this upcoming fall. They discussed the evaluation of the Haddon Heights Superintendent in an executive session. They also discussed summer hours and summer programs, which will include the graduating 2024 8th-grade class from Lawnside Public School.

**Camden County Ed Service Comm Rep - Chairperson:** Mr. Harper: On June 5th, CCES held its reorganization meeting. Mr. Harper was elected to the executive board. CCES is also looking into obtaining a 5 million dollar grant for STEM and other related educational programming. Additionally, CCES is considering purchasing an additional property in Collingswood and leasing its current location to the surrounding school district.

**PUBLIC COMMENTS:**

Higgs, 131 Lapierre Ave: She discussed that she was a teacher for 30 years and emphasized that to get parent involvement, stakeholders must “keep it real with parents” and discuss real-world outcomes with them. She shared that she taught middle school and never had a problem teaching what was in the book but found it effective to incorporate real-world scenarios. She discussed the history and origins of items such as cell phones with her students to enhance her curriculum.

Rhonda Wardlow/Hurley: She thanked Ms. Taylor and the PTA for all the activities they organized in the past year to get parents involved. She highlighted the success of the kindergarten dinner, which had over 90 participants, and thanked Fun Time for Jumpers for supplying the bounce house and other items. She also thanked Ms. Kirk for completing the sock project. The class with the most donated socks, Ms. Walsh's 2nd-grade class, received an ice cream party. She expressed gratitude to the board members who supported various activities and requested more support from the board members for future activities. She also discussed her facilities request, her summer EBT submission, and thanked Dr. Johnson, Ms. Kirk, Ms. Miller, and Dr. Henderson for allowing the borough to use the school for several activities.

**NEW BUSINESS:**

**Approval of Resolution from the Business Office - # 153- 180**

Resolution # 153 - Approval Contract - Camden County Edu. Service Commission

Resolution # 154- Approval Contract - 24-25 Audit Services

Resolution #155 - Approval Contract - CSI - Budgetary Acct System

Resolution #156 - Approval of Acceptance of E2E Budget Funding for 24-25 SY

- Resolution # 157 - Approval of renewal Contract with CASA- Payroll Vendor
- Resolution # 158 - Approval for Computer Repair - 24-25 SY
- Resolution #159 - Approval of Behavioral Education Services for 24-25 SY
- Resolution #160 - Approval for Supplemental Nursing Services 24-25 SY
- Resolution #161 - Approval for Landscaping Services for 24-25 SY
- Resolution #162 - Approval for Lawnside Heritage Day
- Resolution #163 - Approval of Nutri Serve Food Management Company
- Resolution #164 - Approval of Custodial Cleaning servicers 24-25 SY
- Resolution #165 - Approval of Annual Temporary Facilities Approvals for 24-25 SY
- Resolution #166 - Transfer Cover Exp for Smoore's
- Resolution #167- Transfer Cover Exp for CDW-G and Amazon
- Resolution #168- Transfer Cover Exp for CASA and Consult
- Resolution #169- Transfer Cover Exp for ESS
- Resolution #170- Transfer Cover Exp for CST Supplies
- Resolution #171- Transfer Cover Supplies Nurse Services
- Resolution #172- Transfer Cover Exp for Student Activities
- Resolution #173 - Approval of Annual State Contract Vendors 24-25 SY
- Resolution #174 - Approval for Right to Know/PEOSH Hazard Communication Consultants 24-25 SY
- Resolution #175 - Approval Contract - Educational service Commission CO-OP #65MCESCCP
- Resolution #176 - Approval of the 24-25 Tuition Rates
- Resolution # 177 - Approval of Architectural Services
- Resolution# 178 - Approval of the Non-Resident Tuition Rates For The school Year 2024-2025
- Resolution# 179 - Approval of the New Jersey Schools Insurance Group 2024-2025
- Resolution # 180- Approval of Lawnside BOE Property & Casualty Insurance Coverage for 24-25 SY
- Resolution # 181- Approval of facilities usage Lawnside Summer Enrichment Program II
- Resolution # 182- Approval of Brown& Connery LLP

Motion: Ms. Alterbridge

Second: Ms. Kittles

|               |           |                 |             |
|---------------|-----------|-----------------|-------------|
| Forrest -Y    | Hayes - Y | Arterbridge - Y | Catlett - Y |
| Cauthorne - Y | Harper Y  | Kittles Y       | Still - Y   |

Vote - 8- Yes

Motion Carried

Resolution # 181- Approval of facilities usage Lawnside Summer Enrichment Program II

Motion: Ms. Kittles

Second: Ms. Still

|               |           |                 |             |
|---------------|-----------|-----------------|-------------|
| Forrest -Y    | Hayes - Y | Arterbridge - Y | Catlett - Y |
| Cauthorne - Y | Harper Y  | Kittles Y       | Still - Y   |

Vote - 8- Yes

Motion Carried

Resolution # 182- Approval of Brown& Connery LLP

Motion: Mr. Harper

Second: Ms. Still

|               |           |                 |             |
|---------------|-----------|-----------------|-------------|
| Forrest -Y    | Hayes - Y | Arterbridge - Y | Catlett - Y |
| Cauthorne - Y | Harper Y  | Kittles Y       | Still - Y   |

Vote - 8- Yes

Motion Carried

**XII - APPROVAL OF THE TREASURER & BOARD SECRETARY'S REPORT - APRIL 2024  
( SEE ATTACHED)**

Motion: Mr. Harper

Second: Ms. Kittles

|               |           |                 |             |
|---------------|-----------|-----------------|-------------|
| Forrest -Y    | Hayes - Y | Arterbridge - Y | Catlett - Y |
| Cauthorne - Y | Harper Y  | Kittles Y       | Still - Y   |

Motion Carried.

**APPROVAL OF PAYMENT OF THE BILLIS - May 2024 & June 2024**

Motion: Mr. Harper

Second: Ms. Kittles

|               |           |                 |             |
|---------------|-----------|-----------------|-------------|
| Forrest -Y    | Hayes - Y | Arterbridge - Y | Catlett - Y |
| Cauthorne - Y | Harper Y  | Kittles Y       | Still - Y   |

Motion Carried.

**EXECUTIVE SESSION**

**Executive Session: Time In: 8:20 ( Legal Matters)**

Motion: Mr. Harper

Second: Ms. Kittles

|               |           |                 |             |
|---------------|-----------|-----------------|-------------|
| Forrest -Y    | Hayes - Y | Arterbridge - Y | Catlett - Y |
| Cauthorne - Y | Harper Y  | Kittles Y       | Still - Y   |

Vote - 8- Yes  
Motion Carried

**Executive Session: Time Out: 8:55**

Motion: Mr. Harper

Second: Ms. Hayes

|               |           |                 |             |
|---------------|-----------|-----------------|-------------|
| Forrest -Y    | Hayes - Y | Arterbridge - Y | Catlett - Y |
| Cauthorne - Y | Harper Y  | Kittles Y       | Still - Y   |

Vote - 8- Yes  
Motion Carried

**BOARD COMMENTS: - NA**

Motion for adjournment: 9:03 pm

Motion - Mr. Harper

Second by Ms. Catlett

Vote - Yes- 8  
Motion Carried

|              |            |                 |             |
|--------------|------------|-----------------|-------------|
| Forrest -Y   | Hayes - Y  | Arterbridge - Y | Catlett - Y |
| Cauthorne -Y | Harper - Y | Kittles Y       | Still - Y   |

I, Karen Willis, Business Administrator/Board Secretary of the Board of Education of the Borough of Lawnside in the County of Camden, New Jersey Hereby Certify that the foregoing extract from the minutes of a meeting of the Board of Education duly called and held on April 11, 2024 has been compared by me with the original minutes as officially



recorded in the Minute Book of the Board of Education and is true complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matters referred to in the extract

Respectfully submitted



Karen Willis

Business Administration/ Board Secretary

