

Ronn H Johnson Ed D  
Superintendent  
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### Lawnside Board of Education Meeting Minutes

May 2, 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 - Absent	Harper - Y	Kittles Y	Still - Y

Present- 7  
Absent - 1  
Vacant - 1

Also present were Dr. Ronn Johnson, Superintendent; Karen Willis, SBA; 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 - April 11, 2024

Motion: Mr. Harper  
Second: Ms. Arterbridge

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

Vote - 7- Yes  
1 - Absent  
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: May 2, 2024

**Upcoming Dates:**

May 7th- 8th Grade Shadow Day  
May 10th- PreK Prom 5pm-8:30 pm  
May 23rd- 8th Grade Semi-Formal  
May 24th- 8th Grade Class Trip  
May 29th- 4th Grade Walking Trip to the Peter Mott House

**Informational Items:**

**Preschool Budget Approval letter**

**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 - 348**

**ADA- 309**

**Harassment, Intimidation, and Bullying: 3 Total**

(2 Founded-Suspension & Detention and 1 Unfounded)

**Suspensions for March~ 0**

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

**School Safety Drills:****Fire Drill- 4/29/24 @ 10:00 am****Safety Drill- 4/11/24 Lockdown w/out instruction @ 2:00 pm****PERSONNEL** - It is recommended by the Superintendent items 1-16 be approved as written.

1. It is recommended that the following staff members be approved for employment for the 2024-2025 school year.

Staff ID #	Title/Assignment	Step	Salary
350	Special Education Teacher	BA/5	62,045
164	Security Guard		38,476
154	Confidential Secretary	Off Guide 2	52,079
196	Special Education Teacher	BA/13	74,945
342	Head Custodian	Step 12	50,923
362	Paraprofessional	Step 6	32,827
348	Elementary Teacher	BA/9	67,445
285	Basic Skills Teacher	MA/6	65,645
363	Cafeteria Aide	N/A	\$15.13 per hour
151	Financial Literacy Teacher	BA/15	81,739
349	Custodian	Step 4	41,741
311	Paraprofessional	Step 5	32,057
247	Instructional Coach	MA/10	71,395
189	PreKindergarten Teacher	BA/10	68,995
294	Elementary Teacher	MA/6	65,645

136	Elementary Teacher	BA/15	81,739
281	Music Teacher	BA/7	64,545
271	Paraprofessional	Step 5	32,057
358	Elementary Teacher	MA/9	69,845
138	Assistant Business Administrator		102,782
278	School Social Worker	MA/7	73,640
364	School Psychologist	MA/6	62,210
252	Director of Special Services/LDTC		122,055
332	Elementary Teacher	MA/7	66,945
199	Middle School Social Studies	MA/15	84,139
357	School Nurse	BA/12	72,295
337	Elementary Teacher	BA/2	59,845
118	Middle School ELA	BA+20 (off guide)	89,089
171	Superintendent/Principal		162,160
351	Elementary Teacher	MA/2	62,245
120	Vice Principal		105,157
326	Special Education Teacher	MA/7	66,945
328	Middle School Math	BA/4	60,845
353	Middle School Science	MA/7	66,945
306	Special Education Teacher	BA/5	62,045
242	Director of Curriculum & Instruction		89,096
314	Paraprofessional	Step 3	30,527
365	Cafeteria Aide		\$15.13 per hour

354	Health & PE Teacher	BA/3	60,345
322	Elementary Teacher	BA/4	60,845
202	Art Teacher	MA/13	77,345
305	Elementary Teacher	BA/4	60,845
280	Elementary Teacher	MA/11	72,995
366	Paraprofessional	Step 12	37,847
356	Basic Skills Math	BA/6	63,245
344	Special Education Teacher	MA/3	62,745
304	Special Education Teacher	BA/5	62,045
203	Elementary Teacher	BA/15	81,739
263	Paraprofessional	Step 5	32,057
181	Speech Therapist	MA/14	80,095
315	School Business Administrator		118,015.34
277	Clerk/Typist	Step 12	31,219
187	Technology Coordinator		\$50, 470
162	Board Secretary	Step 4	51,317
318	Elementary Teacher	BA/4	60,845

2. It is recommended that Staff #367 be approved as a Special Education Teacher for the 2024-2025 school year at a salary of \$60,545 (Step 1-BA+20).
3. It is recommended that Staff #196 be approved for Maternity Leave from September 4, 2024 -February 18, 2025.
4. It is recommended that Lawnside Public School District offer the following individuals the position of a teacher for the 2024 Summer Enrichment Program for Pre-Kindergarten-8th grade. Funds will be paid using ESSER and Title I funds. The Teacher rate is \$44.82:
  - Staff #189

- Staff #358
- Staff #136
- Staff #305
- Staff #337
- Staff #294
- Staff #368
- Staff #369
- Staff #328
- Staff #326(substitute)
- Staff #285(substitute)
- Staff #151(substitute)

1. It is recommended that Lawnside Public School District offer the following individuals the position of a teacher for the 2023 Summer Enrichment Program for Pre-Kindergarten-8th grade. Funds will be paid using ESSER and Title I funds. The Instructional Assistant rate is \$19.31

- Staff #311
- Staff #281
- Staff #263(substitute)

2. It is recommended that Lawnside Public School District offer the following individuals positions for Curriculum Writing for the all subjects at an hourly rate of \$44.82 for 40 hours during g the Summer of 2024

- Staff #247
- Staff # 332
- Staff #285
- Staff #294
- Staff #328
- Staff #326

3. It is recommended that Lawnside Public School District offer the following individuals positions for the Standards Based Report Updates at an hourly rate of \$44.82 for 10 hours during the Summer of 2024.

- Staff #136
- Staff #326

4. It is recommended that Lawnside Public School District offer the following individual a position as the Security Guard for the Summer Enrichment Program at the rate of 44.82 during the Summer of 2024.
  - Staff #164
5. It is recommended that the following staff members be approved to work as Special Education Teachers during the Extended School year program M-F 8:30 to 1:00 pm from July 8, 2024 - August 2, 2024 at an hourly rate of \$44.82.
  - Staff #326
  - Staff #306
  - Staff #367
  - Staff #350
  - Staff #304 (Substitute as needed)
  - Staff #344 (Substitute as needed)
6. It is recommended that the following staff members be approved to work as Instructional Assistant during the Extended School year program M-F 8:30 to 12:30 pm from July 8, 2024 - August 2, 2024 at an hourly rate of \$19.31.
  - Staff #366
  - Staff #263
  - Staff ##370
  - Staff #362
7. It is recommended that ID #C001 be approved to work as a BCBA during ESY 2024 M-F up to 15 hours per week at the rate of \$75 per hour.
8. It is recommended that Staff #278, School Social Worker be approved to work two weeks July 2024 and two weeks August 2024.
9. It is recommended that Staff # 365, School Psychologist be approved to work two weeks July 2024 and two weeks August 2024.
10. It is recommended that Staff #326 be approved to provide Home Instruction for the 2024/2025 school year on an as needed basis at the hourly rate of \$44.82.

11. It is recommended that the following teachers work on an as needed basis to attend IEP meetings at the LEA Teacher contracted hourly rate during July and August:
- Staff #306
  - Staff # 367
  - Staff #326
  - Staff #328
  - Staff #281
  - Staff #305
  - Staff #136
  - Staff #337
  - Staff #353
  - Staff #350
12. It is recommended that the following positions be approved for posting for the 2024-2025 school year:
- Elementary School Teacher
  - Special Education Teacher
  - World Language Teacher
  - School Library/Media Specialist
  - Writing Lab/ English Language Arts certified
  - Paraprofessionals
  - Substitute Teachers
  - Long-Term Maternity Leave (Sept.-Dec.)
  - Long-Term Maternity Leave- Special Education (Sept.-Feb.)

**MANAGEMENT-** It is recommended by the Superintendent items 1-5 be approved as written.

1. It is recommended that the School Bus Emergency Evacuation Drill Report for April 10, 2024 be approved.
2. It is recommended that Lawnside School District participate in the New Jersey Inclusive Project Systemic Change Initiative for the 2024/2025 school year.
3. It is recommended that Professional Medical Staffing be approved to provide substitute nursing services for the 2024-2025 school year.
4. It is recommended that Lawnside School District permit Rowan Student A.B. to conduct 40 hours of clinical experience between 5/7/24-7/1/24.



5. It is recommended that Occupational and Physical Therapy services be approved for ESY 2024 at the agreed upon rate with Camden County Educational Services Commission July 8 - August 1st.

**Field Trip**

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

Grade	Location	Date	Cost
Safety Patrol	FunPlex		TBD (Cost of transportation & admission)

*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. Catlett

Forrest -Y	Hayes - Y	Arterbridge - Y	Catlett - Y
Cauthorne - Absent	Harper - Y ( exception under Personnel # 1 &3)	Kittles Y	Still - Y

Vote: Yes-7  
 Motion: Carried

**GOVERNANCE** - Board President: Ms. Forrest: advise each member to complete the CSA Evaluation as soon as possible.

**CORRESPONDENCE** -None

**OLD BUSINESS** - None

**PUBLIC COMMENTS:** - The SBA, Karen Willis advised the Board and the audience of the attached Community Events provided by

**COMMITTEE REPORTS**

**CURRICULUM COMMITTEE - Chairperson:** Ms. Hayes: Met on April 25, 2024, and reviewed the School Improvement Plan, focusing on Math/ELA, specifically Algebra, and the Summer Bridge Program for Algebra. The committee intends to address the School Improvement Plan involving the community, parents, and staff members. At this time, there is no **recommendation to be submitted.**

**PERSONNEL & FINANCE COMMITTEE - Chairperson:** Ms. Catlett: The School District received only one RFP for the upcoming school year for the Food Service Management Company. The committee met on April 26, 2024, to review and evaluate the School Food Service Management RFP. Currently, the committee has some concerns regarding the menu being served to the students and would like to meet with the incumbent vendor, Nutri Serve, to discuss how the menu can be improved going forward.

**POLICY COMMITTEE-** N/A

**OUTREACH COMMITTEE -** N/A

**DIP - Chairperson:** Ms. Still: Met with the panel to review and discuss findings from the DIP. Each department reviewed all areas needing correction and developed an action plan. The next scheduled meeting is May 6, 2024.

**HADDON HEIGHTS REP:** MS. Hayes: Met on May 1, 2024. The school district experienced only a 4% reduction in State Aid for the upcoming school year. The district is looking to pilot an ELA Program and is developing a Summer Program for advanced honor prep. Currently, if any 8th-grade students do not pass the Algebra I math class, it does not prohibit them from taking Geometry.

**Camden County Ed Service Comm Rep -** Mr. Harper: Attended the last board meeting. The Commission conducts its reorganization in June and would like every representative to attend for voting procedures.

**NEW BUSINESS: RESOLUTIONS**

**PUBLIC HEARING - 2024-2025 SCHOOL BUDGET: PLEASE SEE THE ATTACHED PRESENTATION**

**VOTING ON THE BUDGET**

Motion: Mr. Harper  
Second: Ms. Kittles

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

Vote - 7- Yes  
1 - Absent  
Motion Carried

**Approval of Resolution from the Business Office - # 139- 151**

- Resolution # 139 - Line Item Transfer - \$1,833.75 - Home Instruction
- Resolution # 140- Line Item Transfer - \$3,000.00 - Audit Services
- Resolution #141 - Line Item Transfer - \$22,931.00- Cover Exp for Pritchard NBN ESS PMS
- Resolution #142 - Line Item Transfer - \$564.00 - Cover Exp for CASA
- Resolution # 143 - Line Item Transfer - \$1,935.50- Cover Exp for ESS, MGL, NJ American Water
- Resolution #144 - Line Item Transfer - \$93.00 Cover Exp for CASA
- Resolution #145 - Line Item Transfer - \$4,635.00 Cover Exp for Pritchard Industries
- Resolution #146 - Safety Grant
- Resolution #147 - Brown and Brown
- Resolution #148 - Pritchard
- Resolution #149 - 24-25 Final Budget
- Resolution #150 - Superintendent's Petty Cash Expenditure Limit
- Resolution #151- FY SEMI Approval

Motion: Ms. Catlett  
Second: Ms. Still

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

Vote - 7- Yes  
1 - Absent  
Motion Carried

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

Motion: Ms. Still  
Second: Ms. Catlett

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

Motion Carried.

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

Motion: Ms. Hayes  
 Second: Ms. Harper

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

Motion Carried.

**EXECUTIVE SESSION -N/A**

Blair Gibson - 360 I.R. Bryant Way, Lawnside, NJ - Would like to know to whom the school nurse reports. There were two incidents involving her children that raised concerns, and she would like to speak to the nurse's supervisor about what can be done regarding these incidents. She also wants to know if there is currently a school form being used that addresses a student's allergies and medication protocol.

Dr. Johnson: The school nurse reports directly to him. He advised that the school nurse receives forms from parents regarding their child's food allergies and medications, which are passed on to the Food Management Company. There is also a lockbox in the nurse's office that contains each student's medication, individually labeled.

Ms. Gibson: Indicated that this practice is not being followed because she witnessed it herself when she visited the school today to find out why her child was given a lunch that should have been prohibited for her child.

Mr. Harper: Suggests that the school nurse, along with every parent, should meet one-on-one with the nurse to review all medication and proper documentation regarding when the medication should be administered to the child, and ensure that the medication is up-to-date.

Dr. Johnson: Asked if Ms. Gibson would meet with him the next day to review and discuss what measures will be taken going forward to ensure this procedure is properly handled.

BOARD COMMENTS: -

Mr. Harper- asked the Board President, going forward could the Board meeting be recorded? Madam President would take the suggestion under advisement.

Motion for adjournment: 9:25 pm

Motion - Mr. Harper

Second by Ms. Catlett


Vote - Yes- 7

Motion Carried

Forrest -Y	Hayes - Y	Arterbridge - Y	Catlett - Y
Cauthorne -Absent	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



New Business

RESOLUTION #139

WHEREAS, the State Department of Education permits transfers among the budgetary line item accounts;

AND WHEREAS, it is the desire of the Board of Education of the Borough of Lawnside to make such transfers;

AND WHEREAS, the need exists to adjust line item accounts to meet obligations encumbered and anticipated,

THEREFORE BE IT RESOLVED by the Board of Education of the Borough of Lawnside that the Secretary is hereby authorized to make the following line item transfers:

<u>GENERAL FUND:</u> <u>ACCOUNT</u>	<u>FROM</u>	<u>TO</u>
11-190-100-610-00-00 General Supplies	1,833.75	
11-150-100-320-00-00 Home Instruction		1,833.75
Total	1,833.75	1,833.75

Date: 05/02/2024  
Moved: Ms. Catlett  
Second: Ms. Still  
Motion Carried

Forrest - Y	Hayes - Y	Catlett - Y	Cauthorn - Absent
Harper - Y	Arterbridge - Y	Kittles - Y	Still Y





New Business

RESOLUTION #140

WHEREAS, the State Department of Education permits transfers among the budgetary line item accounts;

AND WHEREAS, it is the desire of the Board of Education of the Borough of Lawnside to make such transfers;

AND WHEREAS, the need exists to adjust line item accounts to meet obligations encumbered and anticipated,

THEREFORE BE IT RESOLVED by the Board of Education of the Borough of Lawnside that the Secretary is hereby authorized to make the following line item transfers:

<u>GENERAL FUND:</u> <u>ACCOUNT</u>	<u>FROM</u>	<u>TO</u>
11-000-230-820-00-00 Judgement Against the District	3,000.00	
11-000-230-332-00-00 Home Instruction		3,000.00
Total	3,000.00	3,000.00

Date: 05/02/2024  
Moved: Ms. Catlett  
Second: Ms. Still  
Motion Carried

Forrest - Y	Hayes - Y	Catlett - Y	Cauthorn - Absent
Harper - Y	Arterbridge - Y	Kittles - Y	Still Y



New Business

RESOLUTION #141

WHEREAS, the State Department of Education permits transfers among the budgetary line item accounts;

AND WHEREAS, it is the desire of the Board of Education of the Borough of Lawnside to make such transfers;

AND WHEREAS, the need exists to adjust line item accounts to meet obligations encumbered and anticipated,

THEREFORE BE IT RESOLVED by the Board of Education of the Borough of Lawnside that the Secretary is hereby authorized to make the following line item transfers:

GENERAL FUND:

<u>ACCOUNT</u>	<u>FROM</u>	<u>TO</u>
11-190-100-610-00-00 General Supplies	22,931.00	
11-000-262-500-00-00 Custodial Services		1,875.00
11-000-219-320-00-00 Purchased Prof. Educational Services		15,330.00
11-140-100-320-00-00 Substitute / Assistance		1,183.00
11-000-213-300-00-00 Purchased Prof. Tech Services		4,425.00
11-000-251-330-00-00 Purchased Prof. Services		118.00
Total	22,931.00	22,931.00

Date: 05/02/2024  
Moved: Ms. Catlett  
Second: Ms. Still  
Motion Carried

Forrest - Y	Hayes - Y	Catlett - Y	Cauthorn - Absent
Harper - Y	Arterbridge - Y	Kittles - Y	Still Y



New Business

RESOLUTION #142

WHEREAS, the State Department of Education permits transfers among the budgetary line item accounts;

AND WHEREAS, it is the desire of the Board of Education of the Borough of Lawnside to make such transfers;

AND WHEREAS, the need exists to adjust line item accounts to meet obligations encumbered and anticipated,

THEREFORE BE IT RESOLVED by the Board of Education of the Borough of Lawnside that the Secretary is hereby authorized to make the following line item transfers:

GENERAL FUND:

<u>ACCOUNT</u>	<u>FROM</u>	<u>TO</u>
11-000-230-334-00-00 Architect Fees	564.00	
11-000-251-330-00-00 Purchased Prof. Services		564.00
Total	564.00	564.00

Date: 05/02/2024  
Moved: Ms. Catlett  
Second: Ms. Still  
Motion Carried

Forrest - Y	Hayes - Y	Catlett - Y	Cauthorn - Absent
Harper - Y	Arterbridge - Y	Kittles - Y	Still Y



New Business

RESOLUTION #143

WHEREAS, the State Department of Education permits transfers among the budgetary line item accounts;

AND WHEREAS, it is the desire of the Board of Education of the Borough of Lawnside to make such transfers;

AND WHEREAS, the need exists to adjust line item accounts to meet obligations encumbered and anticipated,

THEREFORE BE IT RESOLVED by the Board of Education of the Borough of Lawnside that the Secretary is hereby authorized to make the following line item transfers:

<u>GENERAL FUND: ACCOUNT</u>	<u>FROM</u>	<u>TO</u>
11-190-100-610-00-00 General Supplies	1,935.50	1,408.00
11-140-100-320-00-00 Substitute/Assistance		127.00
11-000-251-600-00-00 Supplies and Materials		400.50
11-000-262-490-00-00 Water/Sewer		
Total	1,935.50	1,935.50

Date: 05/02/2024  
Moved: Ms. Catlett  
Second: Ms. Still  
Motion Carried

Forrest - Y	Hayes - Y	Catlett - Y	Cauthorn - Absent
Harper - Y	Arterbridge - Y	Kittles - Y	Still Y





New Business

RESOLUTION #144

WHEREAS, the State Department of Education permits transfers among the budgetary line item accounts;

AND WHEREAS, it is the desire of the Board of Education of the Borough of Lawnside to make such transfers;

AND WHEREAS, the need exists to adjust line item accounts to meet obligations encumbered and anticipated,

THEREFORE BE IT RESOLVED by the Board of Education of the Borough of Lawnside that the Secretary is hereby authorized to make the following line item transfers:

<u>GENERAL FUND:</u> <u>ACCOUNT</u>	<u>FROM</u>	<u>TO</u>
11-190-100-610-00-00 General Supplies	93.00	
11-000-251-330-00-00 Purchased Professional Services		93.00
Total	93.00	93.00

Date: 05/02/2024  
Moved: Ms. Catlett  
Second: Ms. Still  
Motion Carried

Forrest - Y	Hayes - Y	Catlett - Y	Cauthorn - Absent
Harper - Y	Arterbridge - Y	Kittles - Y	Still Y



New Business

RESOLUTION #145

WHEREAS, the State Department of Education permits transfers among the budgetary line item accounts;

AND WHEREAS, it is the desire of the Board of Education of the Borough of Lawnside to make such transfers;

AND WHEREAS, the need exists to adjust line item accounts to meet obligations encumbered and anticipated,

THEREFORE BE IT RESOLVED by the Board of Education of the Borough of Lawnside that the Secretary is hereby authorized to make the following line item transfers:

GENERAL FUND:

<u>ACCOUNT</u>	<u>FROM</u>	<u>TO</u>
11-000-262-610-00-00 General Supplies	4,635.00	
11-000-262-500-00-00 Custodial Services		4,635.00
Total	4,635.00	4,635.00

Date: 05/02/2024  
Moved: Ms. Catlett  
Second: Ms. Still  
Motion Carried

Forrest - Y	Hayes - Y	Catlett - Y	Cauthorn - Absent
Harper - Y	Arterbridge - Y	Kittles - Y	Still Y

RESOLUTION

WHEREAS, the State Department of Education permits transfers among the budgetary and item accounts;

AND WHEREAS, it is the desire of the Board of Education of the Borough of Lawrence to make such transfers;

AND WHEREAS, the need exists to adjust the item accounts to meet obligations incurred and anticipated;

THEREFORE BE IT RESOLVED by the Board of Education of the Borough of Lawrence that the transfer is hereby authorized to make the following line item transfers:

GENERAL FUND:	ACCOUNT	FROM	TO
	11-000-200-610-00-00	4,632.00	
	General supplies		4,632.00
	11-000-200-500-00-00		
	Contract services		
TOTAL		4,632.00	4,632.00

Date: 05/03/2024  
 Forward Mr. Carter  
 Second Mr. Hill  
 Motion Carrel

From - Y	Amount - Y	To - Y	Amount - Y
11-000-200-610-00-00	4,632.00	11-000-200-500-00-00	4,632.00

**New Jersey Schools Insurance Group Resolution Authorizing the  
Completion of an Application and Receipt of a Safety Grant  
Award**

**WHEREAS**, the New Jersey Schools Insurance Group ("NJSIG") is a school board insurance group authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

**WHEREAS**, the Lawnside Board of Education, hereinafter referred to as the "Educational Institution," is a member of NJSIG; and,

**WHEREAS**, in accordance with NJSIG policy 3710, the goal of the safety grant program is to provide members the necessary resources to complete risk reduction projects and improve the safety of the population NJSIG members serve.

**NOW THEREFORE, BE IT RESOLVED** that:

- 1) The Educational Institution applies for a safety grant through the NJSIG safety grant program for the 24-25 fiscal year in the amount of \$2,000.00 for the purposes set forth in their safety grant application, which is attached hereto; and,
- 2) The Business Administrator or their designee is hereby authorized to take all action necessary to apply for and receive a safety grant award.

I certify that the foregoing is a true copy of a Resolution passed by the Educational Institution at the meeting duly held on this 9th day of May 2024

Educational Institution : Lawnside School District

By: **Karen Willis**

Board Secretary

Use Only

DATE: May 9, 2024

MOVED BY:

Ms. Catlett

SECONDED BY:

Ms. Still

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



**RESOLUTION #147**

**AUTHORIZATION OF THE LAWNSIDE BOARD OF EDUCATION TO ENTER INTO A CONTRACT AGREEMENT WITH BROWN & BROWN INSURANCE BROKER TO ADMINISTER THE RENEWAL COVERAGE OF HEALTH BENEFITS ON BEHALF OF THE LAWNSIDE SCHOOL DISTRICT FOR 2023-2024 SCHOOL YEAR NOT TO EXCEED**

WHEREAS, the District's Broker of Record for Health Benefit: Brown & Brown Insurance Broker has negotiated the following coverage on behalf of the staff members at Lawnside School District

Vendor	Type of Coverage	Amount
AmeriHealth	HSA - Trust	\$233,074.32
AmeriHealth	EHP Health Benefits	\$530,994.24
AmeriHealth	EHP RX	\$160,354.08
NVA	Vision	\$2,654.28
Horizon Dental	Dental	\$51, 632.64
Total		\$1,015,880.28

WHEREAS, the proposal from the Health Benefits were review and evaluated and presented to the Superintendent; and

NOW, THEREFORE BE IT RESOLVED, that a contract be awarded AmeriHealth, NVA and HorizonDental for 2024-25 school year in amount not to exceed \$1,015,880.28

Date: May 2, 2024  
 Motion: Ms. Catlett  
 Second: Ms. Still  
 Motion Carried

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





**RESOLUTION #148**

**AUTHORIZATION OF THE LAWN SIDE BOARD OF EDUCATION TO ENTER INTO A RENEWAL CONTRACT AGREEMENT WITH PRITCHARD INDUSTRIES FOR CUSTODIAL CLEANING SERVICES THE 2024-2025 SCHOOL YEAR IN AMOUNT NOT EXCEED \$81,005.93**

WHEREAS, , Lawnside School District solicited a Bid on May 31, 2022 for custodial cleaning services; and

WHEREAS, the District awarded the contract with Pritchard Industries with an option to renew; and

WHEREAS, the District has opted to renew said contract as per the expiring price as noted below; and

Vendor Name	Type of Services	Price
Pritchard Industries Inc.	Custodial Cleaning Service	\$81,006.00

THEREFORE BE RESOLVED, that the Lawnside Board of Education accepts and approve the renewal agreement with Pritchard Industries Ince service for the 24-25 school year in amount not to exceed \$81,006.00

Date: May 2, 2024  
Motion: Ms. Catlett

Second: Ms. Still  
Motion Carrier

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



**RESOLUTION #149**

**AUTHORIZATION OF THE LAWNSIDE BOARD OF EDUCATION FOR THE ADOPTION OF THE FINAL BUDGET AS APPROVED BY THE INTERIM EXECUTIVE COUNTY SUPERINTENDENT**

**WHEREAS**, the Lawnside Board of Education adopted a TENTATIVE budget on March 14, 2024, and submitted it to the Executive County Superintendent of Schools for approval, and

**WHEREAS**, the TENTATIVE budget was approved by the Executive County Superintendent of Schools on April 22, 2024, and

**WHEREAS**, the TENTATIVE budget was advertised in the legal section of the Courier Post & Retrospect Newspapers on April 26, 2024, and

**WHEREAS**, the FINAL BUDGET was presented to the public during a public hearing held in the ( Lawnside Board Conference Room, Lawnside School District at 426 E. Charleston Avenue, Lawnside, NJ, on May 2, 2024.

**NOW, THEREFORE, BE IT RESOLVED** that in consideration of the above, the Board of Education hereby adopts the following FINAL Budget for SY 2024-2025:

	<u>Budget</u>	<u>Tax Levy</u>
General Fund	\$13,954,336	\$4,993,582
Special Revenue	1,218,436	0
Debt Service	<u>258,479.</u>	258,479
 Total Base Budget	 <u>\$15,431,272\$</u>	 <u>\$ 5,252,079</u>

Date: May 2, 2024

Motion: Mr. Harper

Second: Ms. Kittles

<u>Forrest - Y</u>	<u>Hayes - Y</u>	<u>Harper - Y</u>	<u>Catlett - Y</u>
<u>Cauthorne - Absent</u>	<u>Arterbridge _ Y</u>	<u>Kittles - Y</u>	<u>Still _ - Y</u>

I, KAREN WILLIS, School Business Administrator/Board Secretary of the Board of Education of the Borough of Lawnside, County of Camden, State of New Jersey, hereby certify that the foregoing extract from the minutes of the meeting of the Lawnside Board of Education duly called and held on May 2, 2024, has been compared by me with the original minutes as officially recorded in my office in the minute book of said Lawnside Board of Education, and is a true, complete representation of said original minutes so far as the same relate to the subject matter referred to in said extract, and in witness I have hereunto set my signature and affixed the corporate seal of the Lawnside Board of Education this May 6, 2024.



**RESOLUTION #150**

**AUTHORIZATION OF THE LAWSIDE BOARD OF EDUCATION TO ESTABLISH THE SUPERINTENDENT'S PETTY CASH LIMIT AT \$350**

WHEREAS, the Lawnside Board Of Education recognizes the need for the Superintendent to have access to a petty cash fund for incidental expenses; and

WHEREAS, the current limit of the Superintendent's petty cash fund requires adjustment to meet operational needs; and

WHEREAS, the Board of Education approved the increase in the Superintendent's petty cash fund;

Official Position	Fund Limit
Superintendent	\$350.00

THEREFORE BE IT RESOLVED, that the Lawnside Board of Education authorizes the Superintendent to expend from his petty cash an amount not to exceed \$350.00 for incidental expenses without further approval.

Date: May 2, 2024

Motion: Ms. Catlett

Second: Ms. Still

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



**RESOLUTION 151**

**AUTHORIZATION OF THE LAWNSIDE BOARD OF EDUCATION TO APPROVE THE FY 25 SEMI FEDERAL MEDICAID REIMBURSEMENT REVENUE**

**WHEREAS**, the Lawnside School District current revenue project has a 40 or fewer Medicaid-Eligible Students; and

**WHEREAS**, the Lawnside School District Medicaid-Eligible/ Special Education Student Count per NJ Smart as of 10/13/2023 has 38 students enrolled: and

**WHEREAS**, the Lawnside Board of Education has opt not to waive, excluding those with a projected reimbursement review of \$14,792.61

Motion: Ms. Catlett

Second: Ms. Still

Date: 05/02/2024

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

I, KAREN WILLIS, School Business Administrator/Board Secretary of the Board of Education

of the Borough of Lawnside, County of Camden, State of New Jersey, hereby certify that the foregoing extract from the minutes of the meeting of the Lawnside Board of Education duly called and held on May 2, 2024 , has been compared by me with the original minutes as officially recorded in my office in the minute book of said Lawnside Board of Education, and is

a true, complete representation of said original minutes so far as the same relate to the subject matter referred to in said extract, and in witness I have hereunto set my signature and affixed the

corporate seal of the Lawnside Board of Education this May 6, 2024.





RESOLUTION #151

1. Secretary's Report – The Board Secretary certifies that no line item accounts in March 2024 have 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. **See Attachment.**
2. Treasurer's Report – Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of March 2024 The Treasurer's Report and Secretary's Report are in agreement for the month(s) of December 2023. **See Attachment.**
3. Board Secretary – Board Secretary in accordance with N.J.A.C. 6A:23A-16.10 (a) 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-6.10 (c ) the Lawnside Board of Education certifies that as of February 8, 2024 Secretary Financial Report and the March 2024 Treasurer's Monthly Report and upon consultation with the appropriate district officials, that to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16-10 (a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Date: May 2, 2024  
Moved: Ms. Still  
Seconded: Ms. Catlett

Ms. Forrest - Y	Ms. Hayes - Y	
Ms. Cauthorn - Absent	Ms. Kittles - Y	Ms. Catlett -Y
Ms. Still - Y	Mr. Harper - Y	Ms. Arterbridge - Y

Vote - Motion Carried

Karen Willis  
SBA

Board Secretary - Board Secretary in accordance with N.J.A.C. 6A:30A-10.10 (a) certify that there are no changes in anticipated revenue amounts or revenue sources.

Board of Education Certification - Pursuant to N.J.A.C. 6A:30A-5.10 (c) the Board of Education certifies that as of February 8, 2024, Secretary Financial Report and the March 2024 Treasurer's Monthly Report and upon consultation with the appropriate district officials, that to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:30A-10.10 (g) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

May 2, 2024  
MS: SMI  
MS: MC Carter

	Mr. Lopez - Y	Present - Y
Ms. Carter - Y	Mr. Ritter - Y	Present - Absent
Ms. Antoshko - Y	Mr. Ripper - Y	Present - Y

John Carter  
WHL