LAWNSIDE SCHOOL DISTRICT BOARD OF EDUCATION 426 Charleston Avenue Lawnside, New Jersey 08045

RONN H. JOHNSON, ED. D. SUPERINTENDENT 856-546-4850 FAX:856-310-0901 ronnjohnson@lawnside.k12.nj.us



KAREN WILLIS BUSINESS ADMINISTRATOR 856-547-2585 FAX: 856-547-3865 kwillis@lawnside.k12.nj.us

Board Resolution

The Lawnside Board of Education approved the following motion on December 9, 2021:

It was recommended that the Early Childhood Preschool Program Aid 2022-2023 Plan and Budget be approved for submission to the New Jersey Department of Education.

Motion moved by Ms. NaNa Casuthorne

Seconded by Ms. Marsharee Wright

Motion carried: 5 - yes, 3- absent

Karen Willis, SBA

School Business Administrator/Board Secretary

Good Morning parents and Lawnside family,

This is a district health update. As of December 2, 2021 the COVID-19 transmission risk in Camden County transitioned from "moderate' to "high". It is for this reason that the CDC and NJDOH recommend a 14-day quarantine period for persons testing positive or considered as a "close contact".

According to the CDC and County guidance, persons who clinically recovered from COVID-19 in the past 3 months or those who are fully vaccinated do NOT need to quarantine after having close contact with someone with COVID-19, as long as they remain asymptomatic. As a reminder, vaccines are currently available for persons age 5 & up. Additionally booster shots have been recommended for persons receiving their initial vaccine over 6 months ago.

We respectfully ask that you keep your children home if they display any cold or flu-like symptoms. Students sent home by the school nurse because they are symptomatic will be required to provide a negative test result to return to school. Results on rapid test will not be accepted.

We will continue to monitor the situation and provided updated information. If you have any questions, please don't hesitate to contact me directly. As we enter into the holiday season, we hope that you and you families continue to remain safe.

Good evening everyone, tonight marks the end of my 2nd school board member term and I am very proud that I have been a part of the Lawnside school board of Education for the past 6 years. Being a school board member is not easy, it's challenging as we are here to make decisions for the betterment of all students in our community with recommendations from our Superintendent. This position requires your time, dedication and open mind as you would need to adjust your personal schedule, read and review materials, attend training sessions and ask questions when things are not understandable.

This is not a pay to play position, this is an unpaid vigorous volunteer position.

I have had the pleasure to exercise my voice, opinion and passion with a diverse group of individuals during this time as we all have had one mutual goal and that was to do what's in the best interest of the students, staff and community.

I will forever value and cherish all the initiatives, planned activities and events that I was a part of as a school board member and although I won't hold the board member title for now, I am still willing to lend a helping hand when needed. I wish everyone a safe and happy holiday season.

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:

ACCOUNT FROM TO

11-190-100-610-00-00 25,000 General Supplies

11-000-262-610-00-00 25,000 Custodial Supplies

Total \$25,000.00 \$25,000.00

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:

Total

ACCOUNT	FROM	<u>TO</u>
11-110-100-101-00-RG Salaries Teachers KDG/PreSchool	4,000	
11-110-100-101-00-SB Substitutes - KDG/ PreSchool		4,000

\$4,000.00

\$4,000.00

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:

ACCOUNT	<u>FROM</u>	<u>TO</u>
11-130-100-101-00-RG Salaries Teachers KDG/PreSchool	4,000	
11-130-100-101-00-SB Substitutes - Grades 6-8		4,000
Total	<u>\$4,000.00</u>	<u>\$4,000.00</u>

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:

ACCOUNT	<u>FROM</u>	TO
11-213-100-101-00-RG Salaries Teachers KDG/PreSchool	4,000	
11-213-100-101-00-SB Subsitute - Resource Room		4,000

Total <u>\$4,000.00</u> <u>\$4,000.00</u>

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:

Total

ACCOUNT	<u>FROM</u>	<u>TO</u>
11-120-100-101-00-RG Salaries Teachers Grade 1-5	4,000	
11-120-100-101-00-SB Substitutes - Grade 1-5		4,000

\$4,000.00

\$4,000.00

New Business

RESOLUTION #24

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:

ACCOUNT	FROM	<u>TO</u>
11-000-213-100-00-00 Nurse's Salary	65,539	
11-000-213-300-00-00 Purchase Professional Serv		65,539
Total	<u>\$65,539.00</u>	<u>\$65,539.00</u>

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,

\$27,000.00

\$27,000.00

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:

Total

ACCOUNT	<u>FROM</u>	<u>TO</u>
11-000-262-100-00-00 Custodian Salary	27,000	
11-000-263-420-00-00 Cleaning, Repair & Maintenance		27,000

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:

ACCOUNT FROM TO

11-000-262-420-00-00 100,000

Cleaning, Repair & Maintenance

Total \$100,000.00

AUTHORIZATION OF THE LAWNSIDE BOARD OF EDUCATION TO APPROVAL THE SCHOOL YEAR LAWNSIDE BOARD OF EDUCATION

2022-2023 BUDGET PREPARATION CALENDAR

December 2021	Answer questions regarding budget preparation at the school level. Review requests made by administrators. Discuss at Administrators Executive Meeting
January 2022	Discussions continue at Executive Meetings with Administrators
February 2022	CAFR (Comprehensive Audit Financial Review) presented by Bowman & Bowman. Review of District's Financial Status
February 2022	Meet with administration to discuss program and staffing needs for 2022-2023 school year
February 2022	Superintendent and Business Administrator will meet to review budget requests and prepare draft appropriations budget. Draft appropriations budget will be reviewed with Board Finance Committee
March 2022	Board of Education approval (special meeting may be required) of submission of a tentative budget to the county office. Budget is due March (Friday), March 18, 2022
May 2022	Public Hearing required by statute (special meeting may be required)

Note:

Dates may change due to the budget calendar prepared by the State Department of Education.

LAWNSIDE PUBLIC SCHOOL DISTRICT RESOLUTION # 28

WHEREAS, the New Jersey Administrative Code, N.J.A.C. 6A:27-1.6(a), requires that anyone providing for the transportation of a student(s) to and from school or school-related activities, or subcontracting to provide the services, shall furnish automobile liability insurance for bodily injury and property damage in a minimum amount of \$1,000,000 combined single limit per occurrence for all vehicles used for this purpose

WHEREAS, the District made several attempts to solicit bids and quotes from transportation companies for the 2021-2022 school year but most companies either did not respond or could not fulfill awarded routes due to the statewide shortage of school bus drivers;

WHEREAS, in lieu of providing transportation, the District proposes to enter into "parent transportation contracts" in order to pay a daily rate to affected parents who will either drive their own children to school, pursuant to N.J.S.A. 18A:39-20.1a and N.J.A.C 6A:27-7.7;

WHEREAS the Commissioner prescribed form for parent contracts states that parents must provide proof of auto liability coverage not less than \$1,000,000, as required by N.J.A.C. 6A:27-1.6(a);

WHEREAS, many parents will not be able to obtain or afford \$1,000,000 of liability coverage; and

WHEREAS, N.J.A.C. 6A:5 allows the District to request a waiver of certain provisions of the Administrative Code:

NOW THEREFORE BE IT RESOLVED, that the Lawnside Board of Education approves the NJ Department of Education Waiver Application for the school year 2021-2022 to waive the insurance requirements of N.J.A.C 6A:27-1.6(a), in lieu of \$1,000,000, to \$15,000.00 limit of liability.

1.	Submitted by: Superintendent of Schools
2.	Approval of Divisional Administrator Business Administrator Date: 12/9/2021
3.	Verification of Board Solicitor Date: 12/11/21
4.	Certification of Funds - SBA Date:
5.	Approval by Superintendent Date:
6.	Board Adoption Date: 13/9/21 Resolution # 139

New Jersey Department of Education Waiver Application

County <u>CAMDEN</u>	County Code #07
School District <u>LAWNSIDE</u>	District Code #2560_

"Waiver" means approval to avoid compliance with either a specific procedure(s) or a specific rule's substantive requirements for reasons that are judged educationally, organizationally and fiscally sound.

- 1. List the specific Administrative Code citation(s) that necessitates the proposed waiver. As the Department cannot waive an entire chapter, subchapter or section (e.g., N.J.A.C. 6A:5, N.J.A.C. 6A:5-1 or N.J.A.C. 6A:5-1.1, respectively), all applications must include a citation at least at the subsection level (e.g., N.J.A.C. 6A:5-1.1(a)). Do *not* include a statutory citation (N.J.S.A. or N.J.S.) as the Department does not have the authority to waive state law.
- N.J.SA. 6A:27-1.6(a) "Anyone providing for the transportation of a student (s) to and from school or school -related activities, or subcontracting to provide the services, shall furnish automobile liability insurance for bodily injury and property damage in a minimum amount of \$1,000,000 combined single limit per occurrence for all vehicles used for this purpose.
- 2. Describe what the school district intends to accomplish through the waiver that is currently prevented or disallowed by the existing rule(s).

Our district made several attempts to solicit bids and quotes from transportation companies, but most companies either did not respond or could not fulfill awarded route(s) due to the statewide shortage of school bus drivers. As a result, we are unable to secure bussing for approximately 10 eligible Lawnside students. In lieu of providing transportation, we are proposing to pay a daily rate to affected parents who can either drive their own children to school. This arrangement constitutes a negotiated parent contract pursuant to N.J.S.A. 18A:39-20 1a and N.J.A.C 6A:27-7.7.

3. Describe why a waiver is necessary to accomplish the desired or measurable result(s).

Negotiated parent contracts must be made on Commissioner-prescribed forms and submitted for approval to the County Executive Superintendent. N.J.A.C. 6A:27-9.9. The prescribed form for parent contracts states that parents must provide proof of auto liability coverage not less than \$1,000,000, as required by N.J.A.C. 6A:27-1.6(a). While this level of coverage may be appropriate coverage level for commercial transportation contracts, we believe it is excessive and unduly burdensome where the parent is merely driving their own child to school or paying for a hired car.

- 4. Describe how the proposed waiver meets the following three criteria, pursuant to N.J.A.C. 6A:5-1.3(a):
 - The spirit and intent of N.J.S.A. 18A, applicable Federal laws and regulations, and N.J.A.C. 6A are served by granting the waiver;
 - The provision of a thorough and efficient education to the school district's students is not compromised as a result of the waiver; and
 - There will be no risk to student health, safety or civil rights by granting the waiver.

This request is consistent with applicable Federal and State laws and regulations, and aligned with the spirit and intent of the student transportation regulations, which already exempt parent contracts from many of the onerous requirements that apply to contracts with bus companies. See N.J.A.C. 6A:27-7.7 (" A parent or legal guardian under a negotiated contract . . .shall not be required to do the following: 1. Posses a commercial driver's license; 2. Use a vehicle registered as a school bus; or 3. Comply with the health examination prescribed for employees of the district board of education").

Granting this waiver will help our district avoid keeping students on remote instruction indefinitely. Moreover, it will not compromise the provision of a thorough and efficient education, or pose any risk to student health, safety or civil rights.

5. Describe the process, including solicitation of input and public comment, employed to inform the community, parents, district board of education members, administrators and staff during the proposal's development.

Community members, parents, district board of education members, administrators and staff contributed to the development of this proposal by phone and email and at a public meeting on October 14th, with an opportunity for public comment.

6. Provide the date the district board of education adopted a resolution supporting the proposed waiver.

The BOE resolution supporting the proposed waiver was adopted on December 9, 2021.

I, The long solution is true and accurate to the best of my knowledge.

Chief School Administrator

Signature

Date

Please submit the completed application to your executive county superintendent.

AUTHORIZATION OF THE LAWNSIDE BOARD OF EDUCATION TO APPROVE THE FACILITY USE APPLICATION FROM HADDON HEIGHTS COLOR GUARD FOR PRACTICE DURING THE 21-22 SCHOOL YEAR

WHEREAS, the Haddon Height Athletic Director for the Color Guard requested the usage of the Lawnside Public School Gymnasium. The time period would range from January 2022 through April 2022, every Saturday and Sunday from 7:00am to 7:00pm.;

WHEREAS, the Haddon Heights School District has agreed to compensate the Custodial Staff for these additional hours outside the regular school hours.

THEREFORE, BE IT RESOLVD that the Lawnside Board of Education has authorized Haddon Heights the permission to utilize the gymnasium doing the said time period between January 2022 through April 2022 between 7:00 am and 7:00pm

Lawnside School District Board of Education 426 Charleston Avenue Lawnside, New Jersey 08045

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	1. Space(s) Requested;
•	Specialized Space: (Art, Music, Science, Media/Library, Stage)
	All Purpose Room Number of Classroom (s) Food Service/Cafeteria Facilities (*complete section 4 below)
	2. Equipment:
	Tables(s): Quantity Chair(s): Quantity Bleachers
•	Sound System Projector & Screen Microphone Fields/Ground
	Other
	3. Food Service/Cafeteria Facilities:
	Minimum Facilities (circle those items requested) Maximum Facilities: (circle those items requested) Requires minimum of one cafeteria employee
	a. Dishwasher (requires a 2 nd cafeteria employee)
	b. Sink, water, electrical power b. Oven
	c. No school food service equipment c. Sink, water, electricity
ı	d. Pans, utensiis
	e. Dishes, glassware, silverware
	For School Official Use Only:
	Application Complete: 🛘 yes 🛈 no Dates Available: 🛈 yes 🛈 no
	Approved by: Date of Approval:
	Approved by: Date of Approval:
	Approved by: Date of Approval:
	Facility Use has been approved conditionally upon receipt of proper insurance certification naming Lawnside Board of Education as additional insured and loss payee. Required security deposit, where required, must be received in the amount stated below by the due date or facility use may be denied.
	Fees: Facility spaces \$ Personnel \$ Administrative \$ Total \$
	Amount Security Deposit Required \$ Due Date for Security Deposit
	Make checks payable to Lawnside Board of Education/Facility Use

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ACORD	

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/00/YYYY) 10/05/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in fleu of such endorsement(s).

PRODUCER FL Dean Tom Wojciechowski 12800 UNIVERSITY DR STE 125 FORT MYERS, FL 33907-5335	CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL	8007452409	FAX (A/C, No):	
	ADDRESS: INSURER(S) AFFORDING COVERAGE			NAIC#
	INSURERA:	United States Fire Insurance		21113
INSURED SPORTS AND RECREATION PROVIDERS ASSOCIATION (PURCHASING GROUP) AND ITS PARTICIPATING MEMBERS:	INSURER B:			
Surge Independent Color Guard	INSURER C:			
430 Fislerville Rd. South Harrison Twp., NJ 08062	INSURER D :			
	INSURER E :			
	INSURERF:		11. 11.	
COVERAGES CERTIFICATE NUMBER: LISTINGER		DELANI	<u> </u>	

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSI	T	TYPE OF INSURANCE INST WYD POLICY NUMBER (MMXDDYYYY) (MMXDDYYYY) (MMXDDYYYY) (MMXDDYYYY) (MMXDDYYYY) (MMXDDYYYY) (MMXDDYYYY) (MMXDDYYYY) (MMXDDYYYY) (MMXDDYYYYY) (MMXDDYYYYY) (MMXDDYYYYY) (MMXDDYYYYY) (MMXDDYYYYY) (MMXDDYYYYYYYYYYYYYYYYYYYYYYYYYYYYYYYYYY						
A	GENERAL LIABILITY X COMMERCIAL GENERAL LIABILITY C.AIMS-MADE X OCCUR	X		SRPGAPML-101-0720	01/15/2021 12:00 AM	01/15/2022 12:01 AM	GENERAL AGGREGATE PRODUCTS - COMP/OP AGG PERSONAL & ADV INJURY	\$2,000,000.00 \$2,000,000.00 \$1,000,000.00
	X INCLUDES ATHLETIC PARTICIPANTS GENL AGGREGATE LIMIT APPLIES PER: X POLICY PRO- JECT LOC						EACH OCCURRENCE FIRE DAMAGE (Any one fire) MED EXP (Any one person)	\$1,000,000.00 \$300,000.00 \$5,000.00
	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED SCHEDULED AUTOS HIRED AUTO NON-OWNED AUTOS						COMBINED SINGLÉ LIMIT (Éa accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPÉRTY DAMAGE (Per accident)	
	UMBRELLA LIAB CCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE AGGREGATE	
Α	Accident/Medical Coverage			US1325632	01/15/2021 12:00 AM	01/15/2022 12:01 AM	AD&D MAXIMUM MEDICAL DEDUCTIBLE	\$10,000.00 \$25,000.00 \$250.00

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Covered Activities: Winter Guard Activities

The Certificate Holder is added as an additional insured but only with respect to liability arising out of the named insured during the policy period.

Scheduled Activities Exclusion Applies-Please Refer to Named Insured Member Certificate of Coverage

CERTIFICATE HOLDER	CANCELLATION			
Lawnside Board of Education 426 East Charleston Avenue Lawnside, NJ 08045	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.			
	AUTHORIZED REPRESENTATIVE			
	Francis L. Dean			