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Lawnside Board of Education Meeting Minutes
November 8, 2018

The Regular Meeting of the Lawnside Board of Education was called to order at 7:00 p.m. in the Board Conference Room of the Lawnside Public School, 426 Charleston Avenue. After repeating the Pledge of Allegiance after observing a moment of silence, the following members answered present to the roll call:

Sabrina Forrest	Siobhan Funches	India Criss
William Jordan	Shamyran Thomas	Donza Worlds
Amy Kearney	Marsharee Wright arrived at 6:52 p.m.	

Also present was Dr. Ronn Johnson, Superintendent, Dawn Leary, Business Administrator

Public Comments – None

Minutes -

Motion by Amy Kearney, seconded by Donza Worlds, that the minutes of October 11th and 25th, 2018 be approved. Motion carried; Roll Call Vote: 7 yes.

Upcoming Dates:

Tues. November 20th - 1/2 Session Day (Parent-Teachers Conferences 2:00 - 4:00 & 6:00 - 8:00)

Wed. November 21st - 1/2 Session Day (Awards Assembly 9:00 am)

Harassment, Intimidation, and Bullying: (0)

Unfounded ~ 0
Warnings ~ 0
Suspensions ~ 0

Suspensions for October ~ 13

Fire and Security drills:

Fire Drill 10/8 @ 9:30a

Non-Fire Evacuation 10/30 @ 2:00 p

Enrollment and ADA as of October

Enrollment - 308

ADA - 281

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

Board Recommendations:

PERSONNEL - It is recommended items 1-3 be approved as written.

1. It is recommended that Jabari Higgs' Letter of Resignation be approved effective October 15, 2018.
2. It is recommended that Mr. Scott Messick be approved as a Homebound Instructor for the 2018-2019 school year at an hourly rate of \$38.59 as per LEA Contract
3. It is recommended that Mr. Benjamin O'Bryant be approved as a Full-Time Custodian at a pro-rated salary of \$25,484 for 2018-2019 school year. (Step 1)

Personnel Items
#1- 3

Motion by Donza Worlds seconded
by Marsharee Wright to approve
personnel items #1-3. Motion carried;
Roll Call Vote: 8 – yes.

MANAGEMENT It is recommended items 1- 6 be approved as written.

1. It is recommended that the per diem rate for substitute teachers be increased from \$80 per diem to \$90 per diem for the 2018-2019 school year.
2. It is recommended the Ms. Kaitlyn Fitzgerald (Rowan University) be approved to complete her Clinical Practice during the 2018-2019 school year.
3. It is recommended that the YMCA of Burlington/Camden Counties be approved to provide afterschool care for the 2018-2019 school year.
4. It is recommended that student SID#1096544803 K.J. to receive the following additional related services for Occupational Therapy in the amount of \$380.00 for the months of September-October 2018.
5. It is recommended that student SID# 2006684635 J.M. to attend Archway Upper for the 2018-2019 school year at a tuition rate of \$40,320 (paid for by Trenton)
6. It is recommended that the following Professional Development Opportunities be approved for the 2018-2019 school year:

Professional Development

Name(s)	Workshop	Date	Cost
Monica Baltodano	Powerful Practical Strategies for Reaching Students	12/11/18	\$269.00
Niphon Kirk	Autism Workshop	11/16/18	\$149.00
Niphon Kirk	Social Media Workshop	11/30/18	\$149.00

Management Items
#1-6

Motion by Donza Worlds, seconded by
by Marsharee Wright to approve
Management items #1-6. Motion carried;
Roll Call Vote: 6 – yes.

Personnel, Finance & Facilities – Mr. Green agreed to work with the district on upcoming negotiations.

Policies – second reading offered by Mr. Jordan.

Outreach – No report.

Policy – second reading

Motion by William Jordan seconded by
Shamyran Thomas to approve the policy
"Conduct discipline recruitment/hiring"
for second reading. Motion carried; Roll
Call Vote: 8 – yes.

New Business

RESOLUTION #11 (2018-19)

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 Custodial Supplies	3,000.00	
12-000-100-730-00-00 Equipment		3,000.00
Total	<u>\$3,000.00</u>	<u>\$3,000.00</u>

RESOLUTION #79 (2017-18)

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 final line item transfers for the year ended June 30, 2018:

GENERAL FUND:

<u>ACCOUNT</u>	<u>FROM</u>	<u>TO</u>
11-000-291-270-00-00 Health Benefits	\$17,644.00	
11-000-230-890-00-00 Miscellaneous Expenditures	6,560.00	
11-000-230-339-00-00 Other Purchased Professional Services	1,930.00	
11-000-230-340-00-00 Purchase Technical Services	2,000.00	
11-000-230-530-00-00 Communications/Telephone	490.00	
11-000-230-331-00-00 Legal Services	390.00	
11-000-240-103-00-00 School Administration Salaries	124.00	
11-000-222-177-00-00 Salaries of Technology Coordinators	2,500.00	
11-000-100-561-00-00 Tuition - Other LEAs In State - Regular		\$24,844.00
11-000-240-890-00-00 Miscellaneous Expenditures		5,124.00
11-000-230-100-00-00 General Administration Salaries		2,770.00
11-000-222-300-00-00 Purchased Professional & Technical Services		2,500.00

Total	<u>\$31,638.00</u>	<u>\$31,638.00</u>
SPECIAL REVENUE FUND:		
<u>ACCOUNT</u>	<u>FROM</u>	<u>TO</u>
20-231-200-100-00-00 Support Service Salaries	\$4,000.00	
20-231-100-100-00-00 Instruction Salaries		4,000.00
Total	<u>\$4,000.00</u>	<u>\$4,000.00</u>

Line Item Transfer
Resolution #11 & #79

Motion by Donza Worlds seconded by Amy Kearney to approve Line Item Resolution #11 and #79 (2017-18) school year. Motion carried; Roll Call Vote: 8 – yes.

REVISED
RESOLUTION #3A

BE IT RESOLVED, by the Board of Education of the Borough of Lawnside that the following salaries be funded through the listed federal grants for the 2018-2019 school year:

Grant	Staff Member	Budgeted Salary	Grant Funding	% Funded
Title I/ESSA 100-100	Kenneth Johnson	\$82,789	\$82,789	100
100-100	Patricia Cobia	\$63,601	\$47,476	75
IDEA 200-100	Jessica Harper	\$55,968	\$13,992	25
IDEA 200-100	Carmen Thomas-Henderson	\$65.00 per hr	Not to exceed \$55,000	100

Revised grant salaries
Resolution #3A

Motion by Donza Worlds seconded Amy Kearney to approve resolution #3A. Motion carried; Roll Call Vote: 8 – yes.

RESOLUTION # 12-2019

COMPREHENSIVE MAINTENANCE PLAN & M-1

WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting required maintenance activities for each of its public school facilities; and

WHEREAS, the maintenance activities listed in the attached document for the Lawnside School District are consistent with these requirements, and

WHEREAS, all activities listed are reasonable to keep school facilities open and safe,

THEREFORE BE IT RESOLVED, that the Lawnside Board of Education hereby authorizes submission of the attached Comprehensive Maintenance Plan and Form M-1 for the Lawnside School District in compliance with Department of Education requirements.

Resolution #12
CMP & M-1

Motion by Donza Worlds
seconded by Amy Kearney
to approve resolution #12
Motion carried; Roll Call Vote:
8 – yes.

NJSBA Conference
2018-19

Motion by Donza Worlds seconded
by William Jordan to approve the
following board members/admin
to attend the NJSBA Conference:
Marsharee Wright, India Criss,
Sabrina Forrest, Ronn Johnson,
Tomika Wilson, Niphon Kirk, Rukiah
Alwan, Paula Davis and Terry Henry.
Motion carried; Roll Call Vote: 8 –
yes.

Facility Usage
Phi Beta Sigma –Youth Mentoring

Motion by Donza Worlds seconded
by William Jordan to approve facility
usage of the Library for Phi Beta
Sigma; Youth Mentoring; Saturdays
November 17, 2018; December 15,
2018 and January 19, 2019; 12:00 –
2:00 p.m. Motion carried; Roll Call
Vote: 8 – yes.

RESOLUTION #9-(2018-19)

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Lawnside Board of Education certifies that as of August 31, 2018 and after review of the Secretary's Monthly Financial Report upon consultation with the appropriate district officials, 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.

The Secretary reports as of August 31, 2018:

Fund 10 Cash in Bank	\$1,003,562.55
Fund 20 Cash in Bank	(27,052.94)
Fund 30 Cash in Bank	58.41
Fund 40 Cash in Bank	<u>2.22</u>
Total Cash in Bank	\$976,570.24

The Treasurer's report as of August 31, 2018:

Fund 10 Cash in Bank	\$1,003,562.55
Fund 20 Cash in Bank	(27,052.94)
Fund 30 Cash in Bank	58.41
Fund 40 Cash in Bank	<u>2.22</u>
Total Cash in Bank	\$976,570.24

Resolution #9 (2018-19)
Secretary & Treasurer Report

Motion by Donza Worlds seconded
by Amy Kearney to approve
Resolution #9 (2018-19). Motion
carried; Roll Call Vote: 8 – yes.

RESOLUTION 10-(2018-19)

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Lawnside Board of Education certifies that as of September 30, 2018 and after review of the Secretary's Monthly Financial Report upon consultation with the appropriate district officials, 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.

The Secretary reports as of September 30, 2018:

Fund 10 Cash in Bank	\$1,491,669.48
Fund 20 Cash in Bank	(111,096.75)
Fund 30 Cash in Bank	62.52

Fund 40 Cash in Bank	<u>(214,950.91)</u>
Total Cash in Bank	\$1,165,684.34

The Treasurer's report as of September 30, 2018:

Fund 10 Cash in Bank	\$1,491,669.48
Fund 20 Cash in Bank	(111,096.75)
Fund 30 Cash in Bank	62.52
Fund 40 Cash in Bank	<u>(214,950.91)</u>
Total Cash in Bank	\$1,165,684.34

Resolution #10 (2018-19)
Secretary & Treasurer Report

Motion by Donza Worlds seconded by Amy Kearney to approve Resolution #10, 2018-2019. Motion carried; Roll Call Vote: 8 – yes

Receipts

Motion by Donza Worlds seconded by India Criss to approve receipts. Motion carried; Roll Call Vote: 5 – yes.

Payment of Bills

Motion by Marsharee Wright, seconded by Amy Kearney that the bills totaling \$ 349,115.30 for the General Fund for November and bills totaling \$5,839.26 for food service be approved for payment pending availability of funds. Motion carried; Roll Call Vote: 8 – yes.

Public Comments at 7:12 p.m.

Ronald DeAbreau of 296 Sadler Ave in Lawnside thanked the board for allowing his organization Phi Beta Sigma to use the Library for Youth Mentoring meetings. He stated he will provide the proper paperwork regarding liability insurance.

Mrs. Forrest stated the board needed to change the schedule meeting for December 13th due to scheduling conflicts with other board members.

Mrs. Rhonda Wardlow-Hurley Councilwoman thanked the board and everyone who voted on Election Day. She also stated November 30th the Tree Lighting Ceremony will take place.

Rescheduling of December Meeting

Motion by Donza Worlds seconded by Amy Kearney to reschedule Dec. board meeting to meet on December 6, 2018; 7:00 p.m. Motion carried; Roll Call Vote: 8 – yes.

Executive Session at 6:48 p.m.

The following members answered to roll call:

Sabrina Forrest
William Jordan
Amy Kearney

Siobhan Funches
Shamyran Thomas
Marsharee Wright arrived at 6:52 p.m.

India Criss
Donza Worlds

Motion by William Jordan seconded by Donza Worlds to enter into Executive Session. Motion carried; All in favor – Aye 8.

The board discussed a student matter.

It was recommended to approve student (A) to return to school on Monday, November 12, 2018.

Motion by William Jordan seconded by Amy Kearney to approve the return student (A) on Monday, November 12, 2018. Motion carried; All in favor – Aye 8.

Return to Public Session at 6:51 p.m.

Motion by William Jordan seconded by Amy Kearney to return to public session. Motion carried; All in favor – Aye 8.

Adjournment – 7:25 p.m.

Motion by William Jordan seconded by India Criss to adjourn the board meeting.

All in favor: 8 – Ayes. Motion carried by Unanimous Voice Vote.

Respectfully Submitted



Dawn Leary
Business Administrator/Board Secretary