

Minutes – February 14, 2013

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

Tiffany Banks	Amy Pierce
Ronald DeAbreu	Donica Venable
Sabrina Forrest	Dalaine Wilson
Lovelle Kendall	Dawn Wright-McLeod

8 present, 1 vacancy

Also present were Ronn Johnson, Superintendent, Carl Tanksley, Board Solicitor, and Theresa Tutt, Board Secretary.

Ms. Forrest announced that notice of the meeting was sent to the Courier Post, Record Breeze, Philadelphia Inquirer and the Lawnside Borough Clerk as required by statute.

There were no Public Comments.

Ms. Forrest introduced Terri Lewis, NJSBA Field Service Representative, who presented an overview of the Superintendent's evaluation process. A tentative schedule was developed to complete all aspects of this process by the statutory April 30 deadline. The following dates were also offered by Ms. Lewis for consideration to conduct a Board Retreat: 6/29, 7/6, 7/13 or 8/10/2013.

Minutes - 1/3/2013                      Motion by Amy Pierce, seconded by Ronald DeAbreu, that the minutes of January 3, 2013 be approved. Motion carried; 8 yes.

Minutes - 1/10/2013 & 1/24/2013                      Motion by Dawn Wright-McLeod, seconded by Donica Venable, that the minutes of January 10, 2013 and January 24, 2013 be approved. Motion carried; 8 yes.

#### Solicitor's Report

Mr. Tanksley reported that he has reviewed the Memorandum of Understanding and Memorandum of Agreement received from Mr. Gregory Montgomery, attorney for the Lawnside Education Foundation that were prepared in anticipation of release of funds being donated to the school district. He and Mr. Montgomery have communicated and the documents are acceptable and ready for Board approval and the required signatures.

#### Superintendent's Report

#### Discussion

- Executive Session for student matter regarding Student #13030 (Mr. Tanksley)
- 21<sup>st</sup> Century Monitoring Report – results of 12/5/2012 on-site visit
- 21<sup>st</sup> Century Leadership Symposium (2/14)
- Leadership Internship (James Bell of Barrington) – to fulfill requirements of Master's program

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- Memorandum of Agreement with Local Law Enforcement Agencies
- Abilities Awareness Week will take place March 18<sup>th</sup> – 22<sup>nd</sup> – activities to increase students' awareness and acceptance of people with different disabilities
- Brooke Pressley will represent the district at the annual CCSBA 8<sup>th</sup> Grade Dialogue and Dessert Reception to be held March 4 at Clementon Elementary School

District Goals

- *Focus on Language Arts Literacy to improve student achievement*
- *Continue to foster community support and encourage investment in the success of the school district*
- *Develop the use of Smartboard technology to enhance student achievement through effective instruction*

Harassment, Intimidation, and Bullying

There was 0 incident of documented Harassment, Intimidation and Bullying during the month of January.

Recommendations

PERSONNEL

1. It is recommended that Ms. Gina Clay-Williams' salary for the 2012-2013 school year be increased by \$1,000 to reflect longevity pay (25+ years) per the employment agreement with the Lawnside Education Association.
2. It is recommended that Mr. Tyrone Brown be approved as a paraprofessional for the 21<sup>st</sup> CCLC Afterschool Program for the 2012-2013 school year at a rate of \$16 per hour.
3. It is recommended that the following substitutes be approved for the 2012-2013 school year at a rate of \$75 per day. (Pending criminal review and county approval)
  - Randy Conley, Jr.
  - Laura Moore
4. It is recommended that Zakiyya Abdullah be approved to provide line dance instruction for parent activity nights for the 21<sup>st</sup> CCLC Afterschool Program to support the Health and Wellness component. The cost will be \$100 per session; 21<sup>st</sup> CCLC grant funded.
5. It is recommended that Baba Abiodun be approved to conduct literacy through the art of Storytelling for the 21<sup>st</sup> CCLC Afterschool program. The cost will be \$50 per session; 21<sup>st</sup> CCLC grant funded.

Personnel  
Items #1 – 5

Motion by Donica Venable, seconded by Ronald DeAbreu, that Personnel Recommendations #1 – 5 be approved. Motion carried; 8 yes.

MANAGEMENT

1. It is recommended that Mr. James Bell (Barrington School District) be approved to conduct 50 Internship hours within the Lawnside School District to fulfill the requirements of his Educational Leadership Master’s Program (Seton Hall) during the remainder of the 2013 school year.
2. It is recommended that Ms. Dannette Stevens (St. Joseph’s University) be approved to complete her Field Experience in the Lawnside Public School for the remainder of the 2013 school year.
3. It is recommended that Mr. Norman Alston be approved to conduct play rehearsal for the “Black History Month” assembly on Friday, February 15, 2013 from the hours of 9:00 am to 1:00 pm.
4. It is recommended that the School Calendar for the 2013-2014 school year be approved for submission to the Camden County Office of Education for approval.
5. It is recommended that the following Professional Development opportunities be approved for the 2012-2013 school year:

Devonn Lindsay	Autism and Sensory Processing Disorders Training	3/28/2013	\$179
Michele Mendenhall	Personality Disorders: The Challenges of the Hidden Agenda Training	4/12/2013	\$89.99

6. It is recommended that the following students, #19034, #13069 and #15060 be removed from the rolls of the Lawnside School District effective February 7, 2013 per the information provided by the District Investigator and Division of Family Services.

Management -  
Items #1 – 6

Motion by Dawn Wright-McLeod, seconded by Amy Pierce, that Management Recommendations #1 – 6 be approved.  
Motion carried; 8 yes.

STUDENT ACTIVITIES

1. It is recommended that students in the 21<sup>st</sup> CCLC Afterschool Program be approved to attend the “Let Our Voices Emerge, A Journey of African-American Music” production at Rutgers Gordon Theatre in Camden, New Jersey on February 22, 2013 at 1:00 pm. There is no cost for admission, only the cost of transportation. (2 buses @ \$170.00 each; 21<sup>st</sup> CCLC grant funded).
2. It is recommended that the following field trip be approved for the 2012-2013 school year.

Grade	Destination	Date	Transportation	Cost
2 <sup>nd</sup>	Philadelphia Flower Show	3/7/2013	Bus	\$25

Correspondence

1. Letter from Lawnside Scholarship Club re: Fifth Annual Black History Celebration
2. Letter from Mr. Doug Brotherton re: BOE vacant seat

The record notes that Dr. Ronn Johnson is one of the honorees to be recognized at the Scholarship Club's event. Tickets for the event are \$60; a full page ad costs \$75, a half page ad is \$60. If the membership wishes to attend and/or place an ad, it must be funded personally; no public funds can be used.

There was no Old Business.

There were no Committee Reports.

The next scheduled date for Committee Meetings is February 28; however, a special meeting will be held for final review and approval to submit the preliminary 2013-2014 budget to the County.

New Business

R E S O L U T I O N #28-2013

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>
11-213-100-610-00-00 Supplies	\$ 800	
11-219-100-101-00-00 Salaries – Home Instruction	2,000	
11-000-230-332-00-00 Audit Fees	6,075	
11-000-230-339-00-00 Other Purchased Prof. Services	2,500	
11-000-230-610-00-00 Supplies & Materials	1,000	
11-000-266-100-00-00 Salaries - Security	15,000	

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11-213-100-101-00-SB Substitutes – Resource Room		\$ 2,800
11-000-230-331-00-00 Legal Services		8,500
11-000-230-890-00-00 Miscellaneous Expenditures		1,075
11-000-261-420-00-00 Repair & Maintenance Services (Req)		7,500
11-000-262-420-00-00 Cleaning, Repair & Maintenance Serv.		<u>7,500</u>
	<u>\$27,375</u>	<u>\$27,375</u>

Resolution #31-2013 – Motion by Dawn Wright-McLeod, seconded by Donica Venable, that Resolution #31-2013 be approved. Motion carried; 8 yes.  
Line Item Transfers

R E S O L U T I O N #32-2013

BE IT RESOLVED, that the Lawnside Board of Education does not require the Larc School to charge students for reduced and/or paid meals provided as part of their educational program in compliance with the NJ Department of Agriculture’s Child Nutrition Program regulations.

Resolution #32-2013 – Motion by Tiffany Banks, seconded by Dalaine Wilson, that Resolution #32-2013 be approved. Motion carried; 8 yes.  
CNP – Larc School

Facilities Use - Motion by Dawn Wright-McLeod, seconded by Ronald DeAbreu, that the Masjid Freehaven be permitted to use the all purpose room, classrooms and the cafeteria on June 22 and June 23, 2013 from 7:00 am to 5:00 pm for their MALI Conference. Motion carried; 8 yes.  
Masjid Freehaven

Facilities Use - Motion by Dawn Wright-McLeod, seconded by Donica Venable, that the Heritage Hoops Basketball Organization be permitted to use the gym on Mondays, Wednesdays and Thursdays for the period June 24 through August 8, 2013 from 6:30 to 9:30 pm for adult basketball league play. Motion carried; 8 yes.  
Heritage Hoops Basketball

Memo of Understanding/ Motion by Donica Venable, seconded by Amy Pierce, that the Memorandum of Understanding and Memorandum of Agreement between the Lawnside Education Foundation and the Lawnside Board of Education as reviewed by the Solicitor be approved. Motion carried; 8 yes.  
Memo of Agreement - LEF

Secretary/Treasurer Reports

The Secretary reports as of December 31, 2012:

Fund 10 Cash in Bank	\$ 854,555.23
Fund 20 Cash in Bank	-260,469.22
Fund 30 Cash in Bank	2,184,200.43
Fund 40 Cash in Bank	<u>-47,442.39</u>
Total Cash in Bank	\$2,730,844.05

The Treasurer reports as of November 30, 2012:

Fund 10 Ending Cash Balance	\$ 854,555.23
Fund 20 Ending Cash Balance	-260,469.22
Fund 30 Ending Cash Balance	2,184,200.43
Fund 40 Ending Cash Balance	<u>47,442.39</u>
Total Ending Cash Balance	\$2,730,844.05

Receipt Motion by Lovelle Kendall, seconded by Tiffany Banks, that the Secretary and Treasurer Reports for the period ending December 31, 2012 be received. Motion carried; 8 yes.

R E S O L U T I O N #33-2013

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Lawnside Board of Education certifies that as of December 31, 2012 and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Boards' 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.

Resolution #33-2013 – Board Certification Motion by Tiffany Banks, seconded by Donica Venable, that Resolution #33-2013 be approved. Motion carried; 8 yes.

R E S O L U T I O N #34-2013

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of December 31, 2012, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Lawnside Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6:23-2.12 (a) 1.

  
Theresa Tutt, Board Secretary

Resolution #34-2013 – BA Certification Motion by Ronald DeAbreu, seconded by Dalaine Wilson, that Resolution #34-2013 be approved. Motion carried; 5 yes.

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Payment of Bills Motion by Donica Venable, seconded by Dawn Wright-McLeod, that the bills totaling \$464,223.40 for the General Fund, \$17,391.79 for the Capital Fund and \$20,150.93 for the Food Service Fund be approved for payment pending availability of funds. Motion carried; 8 yes.

Public Comments

Dr. Sandra Strothers, President LEF; offered special thanks to BOE Members Venable and Forrest for their interactions with and support of the Lawnside Education Foundation. She stated that Ms. Venable was one of the board members when the Foundation was instituted and commended her for both her participation and contribution. She thanked Ms. Forrest for the time recently spent communicating in order to finalize the donation paperwork.

Ms. Pierce left at 8:03 p.m., making 7 present, 1 absent.

Executive Session 8:04 p.m. Motion by Tiffany Banks, seconded by Donica Venable, that the Board recess into Executive Session to discuss a student matter and a personnel matter. Motion carried; 7 yes.

Reconvene 8:20 p.m. Motion by Amy Pierce, seconded by Dawn Wright-McLeod, that the meeting reopen to the public. Motion carried; 8 yes.

The meeting was called to order at 8:20 p.m. with the following members answering present to the roll call:

- |                 |                    |
|-----------------|--------------------|
| Tiffany Banks   | Amy Pierce         |
| Ronald DeAbreu  | Donica Venable     |
| Sabrina Forrest | Dalaine Wilson     |
| Lovelle Kendall | Dawn Wright-McLeod |
- 8 present, 1 vacancy

Dr. Johnson reported that a notification was received which indicated that a staff member has charges pending against him/her that could disqualify the person from employment. Mr. Tanksley advised that as the case is pending, no criminal conviction has been imposed by the court. It would be necessary to "Rice" the individual should the Board wish to discuss this issue. He briefly reviewed employment termination procedures.

Adjournment 8:38 p.m. Motion by Tiffany Banks, seconded by Donica Venable, that the meeting be adjourned. Motion carried unanimously.