

Minutes – July 25, 2013

The Regular Meeting of the Lawnside Board of Education was called to order at 7:01 p.m. in Board Conference Room of the Lawnside Public School, 426 Charleston Avenue. Board Vice President Amy Pierce presided. After repeating the Pledge of Allegiance and observing a moment of silence, the following members answered present to the roll call:

Doug Brotherton	Amy Pierce
Ronald DeAbreu	Donica Venable
Lovelle Kendall	Dawn Wright-McLeod
6 present, 3 absent	

Absent: Tiffany Banks, Sabrina Forrest, Dalaine Wilson

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

Ms. Pierce 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.

Minutes -
6/13/2013 & 6/27/2013

Motion by Ronald DeAbreu, seconded by Doug Brotherton, that the minutes of June 13, and June 27, 2013 be approved. Motion carried; 6 yes.

There was no Solicitor's Report.

Superintendent's Report

Discussion

- School Calendar – propose moving Spring Break from 4/18-4/25 to 4/14-4/21 due to NJ ASK Testing beginning 4/28
- School Security Guard – Borough has not hired an officer to be utilized under a shared services agreement; to have this position in place for 2013-2014 we must advertise for candidates without further delay; the job description was distributed at the Board Retreat

Recommendations

PERSONNEL

1. It is recommended Mr. Jeovanni Guzman be approved as a Middle School Mathematics Teacher for the 2013-2014 school year at a salary of \$52,152 (Step 1-BA).
2. It is recommended Ms. Charlene Boone be approved as a Music Teacher for the 2013-2014 school year at a salary of \$52,152 (Step 1-BA).
3. It is recommended Ms. Jane Berger's Letter of Resignation be approved effective August 25, 2013.

4. It is recommended Ms. Abigail Wence's job assignment for the 2013-2014 school year be amended from Teacher of Basic Skills to Grade Three Teacher.
5. It is recommended Ms. Tomika Wilson (10 Month) be approved to conduct an additional month of clerical employment during the month of August at a rate of \$15.22 per hour.
6. It is recommended Mr. Norman Alston be approved to receive a stipend of \$892 as the district's Safety Patrol Advisor (2012-2013 school year).
7. It is recommended Ms. Rebecca Welde be approved to conduct Speech-Language therapy for students in the ESY program at a rate of \$255.75 per diem (2 days per week for 5 weeks – IDEA Funding).
8. It is recommended Ms. Rebecca Welde be approved to conduct 4 days of I&RS training, Easy IEP training, and CST meetings during the month of August at a rate of \$255.75 per diem (IDEA Funding).
9. It is recommended Special Education (1) and General Education (1) teachers be approved for summer CST meetings during the month of August at a rate of \$35 per hour (approximately 5 hours x 2 teachers; IDEA Funding).
10. It is recommended the following persons be approved as Substitute Teachers for the 2013-2014 school year at a rate of \$80 per diem.

Tisho Davis
Celeste Givins
Patricia Towhey
Laura Wiggins

11. It is recommended Mr. William Sparrow be approved as a Substitute Teacher for the 2013-2014 school year at a rate of \$75 per diem.
12. It is recommended Mr. King Shabazz be approved as a Substitute Custodian for the 2013-2014 school year at a rate of \$10 per hour.

Personnel
Items #1 – 12

Motion by Donica Venable, seconded by Dawn Wright-McLeod, that Personnel Recommendations #1 – 12 be approved. Motion carried; 6 yes.

MANAGEMENT

1. It is recommended the Commission for the Blind and Visually Impaired be approved to provide services for out of district student #00026 at a cost of \$1,750 for the 2013-2014 school year. (The services include assessment and evaluation, technical assistance, consultation, and loan of adaptive equipment as needed.)
2. It is recommended the School Security Guard Job Description be approved for the 2013-2014 school year.

3. It is recommended the position of School Security Guard for the 2013-2014 school year be approved for posting.
4. It is recommended the position of Teacher of Basic Skills for the 2013-2014 school year be approved for posting.
5. It is recommended the revisions to the 2013-2014 School Calendar be approved.
6. It is recommended the *School Self-Assessment for Determining Grades* under the *Anti-Bullying Bill of Rights Act* be approved for submission to the New Jersey Department of Education.
7. It is recommended the Health Service Agreement between the Lawnside Board of Education and Rowan University School of Osteopathic Medicine be approved for the 2013-2014 school year.

Management -
Items #1 – 7

Motion by Donica Venable, seconded by Dawn Wright-McLeod,
that Management Recommendations #1 – 7 be approved.
Motion carried; 6 yes.

There was no Correspondence.

There was no Old Business.

There were no Committee Reports.

New Business

R E S O L U T I O N #61-2013

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:

GENERAL FUND:

<u>ACCOUNT</u>	<u>FROM</u>	<u>TO</u>
11-213-100-270-00-00 Health Benefits	\$8,825	
11-190-100-290-00-00 Other Employee Benefits		\$4,750
11-000-221-290-00-00 Other Employee Benefits		<u>4,075</u>
	<u>\$8,825</u>	<u>\$8,825</u>

Resolution #61-2013 –
Line Item Transfers

Motion by Dawn Wright-McLeod, seconded by Doug Brotherton,
that Resolution #61-2013 be approved. Motion carried; 6 yes.

R E S O L U T I O N #1-2014

BE IT RESOLVED, that the proper officers are hereby authorized to establish the following 2013-2014 petty cash funds:

Head Custodian	\$ 75.00
Board Secretary	\$100.00
Superintendent	\$150.00

Resolution #1-2014 –
FY 14 Petty Cash funds

Motion by Donica Venable, seconded by Dawn Wright-McLeod,
that Resolution #1-2014 be approved. Motion carried; 6 yes.

R E S O L U T I O N #2-2014

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>
11-190-100-270-00-00 Health Benefits	\$ 5,255	
11-190-100-610-00-00 General Supplies	6,000	
11-213-100-270-00-00 Health Benefits	505	
11-421-100-101-00-00 Salaries – Before/After School Programs	13,005	
11-421-100-220-00-00 Social Security Contributions	995	
11-000-213-270-00-00 Health Benefits	505	
11-000-219-270-00-00 Health Benefits	505	
11-000-221-270-00-00 Health Benefits	4,580	

Minutes – July 25, 2013

11-000-251-100-00-00 Central Services - Salaries	1,630	
11-000-262-620-00-00 Energy – Heat & Electricity	1,515	
11-000-270-518-00-00 Contracted Serv. Spec. Ed. - ESC	11,533	
11-190-100-260-00-00 Workers Compensation		\$ 505
11-190-100-290-00-00 Other Employee Benefits		4,750
11-190-100-640-00-00 Textbooks		5,000
11-190-100-890-00-00 Miscellaneous Expenses		1,000
11-213-100-260-00-00 Workers Compensation		505
11-422-100-101-00-00 Salaries – Summer Programs		13,005
11-422-100-220-00-00 Social Security Contributions		995
11-000-213-260-00-00 Workers Compensation		505
11-000-219-260-00-00 Workers Compensation		505
11-000-221-260-00-00 Workers Compensation		505
11-000-221-290-00-00 Other Employee Benefits		4,075
11-000-251-831-00-00 Interest on Current Loans		13,163
11-000-262-520-00-00 Insurance		<u>1,515</u>
	<u>\$46,028</u>	<u>\$46,028</u>

Resolution #2-2014 –
Line Item Transfers

Motion by Ronald DeAbreu, seconded by Doug Brotherton,
that Resolution #2-2014 be approved. Motion carried; 6 yes.

R E S O L U T I O N #3-2014

BE IT RESOLVED, that the Board of Education of the Borough of Lawnside, at its July 25, 2013 meeting approves the following state contract vendors for the 2013-2014 school year:

Apple, Inc.	621450
CDW Government, Inc.	GS-35F-0195J
Global Industries/P.E.M.CO of Marlton	A-81713
Global Industries/P.E.M.CO of Trenton	A-67809
Grainger	A-79875
Sherwin Williams Paint Co.	73153
Tanner Furniture Inc.	A-67816, A-67832, A-67386, A-81713
Thrower Mechanical	A-64290

Resolution #3-2014 – State Contract Vendors Motion by Ronald DeAbreu, seconded by Donica Venable, that Resolution #3-2014 be approved. Motion carried; 6 yes.

R E S O L U T I O N #4-2014

BE IT RESOLVED, that the Board of Education of the Borough of Lawnside, at its July 25, 2013 meeting establishes the following breakfast/lunch prices for the 2013-2104 school year:

Student Paid Lunch	\$2.55
Student Reduced Lunch	.40
Adult Lunch	4.00
Student Paid Breakfast	1.50
Student Reduced Breakfast	.30
Adult Breakfast	2.50

Resolution #4-2014 – FY14 Meal Prices Motion by Lovelle Kendall, seconded by Ronald DeAbreu, that Resolution #4-2014 be approved. Motion carried; 6 yes.

R E S O L U T I O N #5-2014

BE IT RESOLVED, by the Board of Education of the Borough of Lawnside, at its July 25, 2013 meeting, that Theresa Tutt, Board Secretary be appointed Public Compliance Officer for the 2013-2014 school year.

Resolution #5-2014 – Public Compliance Officer Motion by Lovelle Kendall, seconded by Doug Brotherton, that Resolution #5-2014 be approved. Motion carried; 6 yes.

Facilities Use - Grace Temple CDC Motion by Ronald DeAbreu, seconded by Dawn Wright-McLeod, that the Grace Temple Community Development Corporation be permitted to use the parking lot, all purpose room and access to restrooms on September 7, 2013 from 8:00 a.m. – 2:00 p.m. for a Walk-a-Thon . Motion carried; 6 yes.

Facilities Use - Girl Scouts Motion by Donica Venable, seconded by Dawn Wright-McLeod, that the Girl Scouts of Central & Southern NJ be permitted to use space in the building every Tuesday between the hours of 6:00 and 7:00 p.m. from September 10, 2013 to June 22, 2014 to conduct Troop Meetings. Motion carried; 6 yes.

Facilities Use - Haddon Heights Motion by Donica Venable, seconded by Dawn Wright-McLeod, that the Haddon Heights School District be permitted to use the gym on 1/8, 1/22, 1/27, 1/31 & 2/5/2014 from 3:30 – 6:30 p.m. for middle school basketball practice. Motion carried; 6 yes.

Facilities Use - Masjid Freehaven Motion by Lovelle Kendall, seconded by Ronald DeAbreu, that the Masjid Freehaven be permitted to use the al purpose room, classrooms and the cafeteria on June 21, and June 22, 2014 from 7:00 a.m. – 7:00 p.m. for a conference. Motion carried; 6 yes.

Facilities Use - Sheila E's Dance & Fitness Motion by Dawn Wright-McLeod, seconded by Donica Venable, that Sheila E's Dance & Fitness be permitted to use the gym on August 2, 2013 from 4:30 – 8:00 p.m. to hold a Dance/Arts Program. Motion carried; 6 yes.

Secretary/Treasurer Reports

The Secretary reports as of May 31, 2013:

Fund 10 Cash in Bank	\$1,077,842.47
Fund 20 Cash in Bank	-168,892.25
Fund 30 Cash in Bank	2,059,487.01
Fund 40 Cash in Bank	<u>3,777.02</u>
Total Cash in Bank	\$2,972,214.25

The Treasurer reports as of May 31, 2013:

Fund 10 Ending Cash Balance	\$1,077,842.47
Fund 20 Ending Cash Balance	-168,892.25
Fund 30 Ending Cash Balance	2,059,487.01
Fund 40 Ending Cash Balance	<u>3,777.02</u>
Total Ending Cash Balance	\$2,972,214.25

Receipt Motion by Dawn Wright-McLeod, seconded by Doug Brotherton, that the Secretary and Treasurer Reports for the period ending May 31, 2013 be received. Motion carried; 6 yes.

R E S O L U T I O N #6-2014

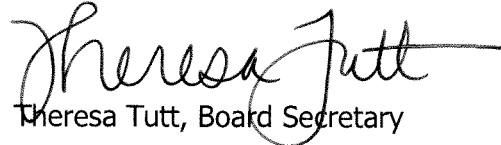
Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Lawnside Board of Education certifies that as of May 31, 2013 and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Boards' 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 #6-2014 –
Board Certification

Motion by Ronald DeAbreu, seconded by Dawn Wright-McLeod,
that Resolution #6-2014 be approved. Motion carried; 6 yes.

R E S O L U T I O N #7-2014

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of May 31, 2013, 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 #7-2014 –
BA Certification

Motion by Donica Venable, seconded by Dawn Wright-McLeod,
that Resolution #7-2014 be approved. Motion carried; 6 yes.

Payment of Bills

Motion by Donica Venable, seconded by Ronald DeAbreu,
that the bills totaling \$271,231.00 for the General Fund and
\$838.08 for the Food Service Fund be approved for payment
pending availability of funds. Motion carried; 6 yes.

Executive Session – not required.

Adjournment
7:31 p.m.

Motion by Donica Venable, seconded by Ronald DeAbreu,
that the meeting be adjourned. Motion carried unanimously.