

Lawnside Board of Education Meeting Minutes
August 15, 2013

The Regular Meeting of the Lawnside Board of Education was called to order at 7:07 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 Dalaine Wilson
Sabrina Forrest Dawn Wright-McLeod
Lovelle Kendall

5 present, 4 absent

Absent: Doug Brotherton, Ronald DeAbreu, Amy Pierce, Donica Venable

Also present were Ronn Johnson, Superintendent 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.

Minutes -
7/25/2013

Motion by Dawn Wright-McLeod, seconded by Dalaine Wilson, that the minutes of July 25, 2013 be approved. Motion carried; 5 yes.

There was no Solicitor's Report.

Superintendent's Report

Discussion

- NJDOE Correspondence – Office of Special Education has determined that the district has met the requirements with regard to implementation of special education requirements for the 2011-2012 school year.
- QSAC Training – the district's administrative team attended training on the QSAC process on August 14. A facilities walkthrough is scheduled for September 17; the full County Team will make an on-site visit to the district some time between November and March. The DPRs (District Performance Review) and Statement of Assurance documents must be completed, Board-approved and electronically submitted by November 15.
- NJSBA Field Representative Terri Lewis has forwarded the goals that were agreed upon at the Board Retreat. They are as follows:

District Goals

- **Goal #1 – Continue to focus on enhancing curriculum and instruction in English/Language Arts and Mathematics to improve student achievement**
- **Goal #2 – Continue to positively impact school culture by initiating student-centered programs.**
- **Goal #3 – Communicate the district's culture, strengths and successes to all stakeholders of the district.**

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Recommendations

PERSONNEL

1. It is recommended Ms. Abigail Wence's Letter of Resignation as an Elementary School Teacher be accepted effective August 6, 2013.
2. It is recommended Ms. Christine Coates' Letter of Resignation as a Cafeteria/Playground Aide be accepted effective August 9, 2013.
3. It is recommended Ms. Tisho Davis be approved as a Title I/Basic Skills Teacher for the 2013-2014 school year at a salary of \$54,552 (Step 1-MA).
4. It is recommended Ms. Kira Brown be approved as an Elementary School Teacher for the 2013-2014 school year at a salary of \$52,152 (Step 1-BA).
5. It is recommended Ms. Marybeth Donohue be approved as a part time LDTC for the 2013-2014 school year at a salary of \$35,740 (Step 5-MA), pending receipt of her Learning Disabilities certification. (IDEA partial funding)
6. It is recommended Mr. Norman Alston be approved as a School Security Guard (Daytime) for the 2013-2014 school year at a salary of \$27,000.
7. It is recommended Mr. King Shabazz be approved as a School Security Guard (Afterschool) for the 2013-2014 school year at a rate of \$16 per hour.
8. It is recommended Ms. T'Pring Melton-Foote be approved as a Cafeteria/Playground Aide for the 2013-2014 school year at a rate of 7.75 per hour.
9. It is recommended Ms. T'Pring Melton-Foote be approved as a substitute School Security Guard for the 2013-2014 school year at a rate of \$16 per hour.
10. It is recommended Ms. Romaine Artis-Jones be approved to return to work effective August 26, 2013.

Personnel
Items #1 – 10

Motion by Dawn Wright-McLeod, seconded by Tiffany Banks, that Personnel Recommendations #1 – 10 be approved. Motion carried; 5 yes.

MANAGEMENT

1. It is recommended the revised allocation of Title II, Part A of \$19,707 be approved for the 2013-2014 school year.
2. It is recommended the position of 1:1 Aide for the 2013-2014 school year be approved for posting.

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3. It is recommended the following positions for the 2013-2014 Shining Stars program be approved for posting.

Site Coordinators
Classroom Teachers
Paraprofessionals

4. It is recommended the 21st Century Grant be approved and accepted for the 2013-2014 school year.
5. It is recommended the following positions for the 2013-2014 21st Century Program be approved for posting.

Art Teacher
Computer Teacher
Guidance Counselor
Language Arts Teacher
Mathematics Teacher
Science Teacher
Paraprofessionals
Student Workers

6. It is recommended Mr. Eric Quao be approved as the secondary 2013 Extended School Year substitute at a rate of \$35 per hour. (IDEA funding)
7. It is recommended Ms. Rukiah Alwan be approved to attend a co-teaching training offered through Rowan University and EIRC on 10/10/2013 at a cost of \$149. (IDEA funding)
8. It is recommended Ms. Michele Mendenhall (Social Worker) and Ms. Marybeth Donohue (LDTC) be approved to attend a NJ Special Education Law seminar on 10/10/2013 at a cost of \$349 each. (IDEA funding)
9. It is recommended Ms. Michele Mendenhall (Social Worker) be approved to attend Diagnostic Statistical Manual (DSM 5) training on 9/25/2013 at a cost of \$199.99. (IDEA funding)
10. It is recommended Ms. Patricia Cobia and Ms. Gizelle Aydin be approved to attend a FM system training (plus summer equipment maintenance) at a cost of \$370. (IDEA funding)
11. It is recommended Ms. Devonn Lindsay's Maternity Leave Request letter be approved, effective January 2, 2014.
12. It is recommended the position of Maternity Leave Supervisor of Special Education/School Psychologist be approved be posting.
13. It is recommended the following staff members be approved to conduct PBSIS planning for the 2013-2014 school year at a rate of \$35 an hour for a total of 10 hours.

Patricia Cobia
Leslie Daniels
Antoinette Davis
Colleen DiSandro
Holly Martin
Michele Mendenhall

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14. It is recommended that the following out-of-district placements be approved for the 2013-2014 school year.

Lawnside

Student	2013-2014 Placement	Tuition	Transportation	Aide
00018	Larc	\$41,236.20	Yes	1:1 Nurse
18033	Bankbridge (GCSSSD)	\$34,560 + \$3,000 surcharge	Yes	No
00007	Bankbridge (GCSSSD)	\$34,560 + \$3,000 surcharge	Yes	No
00008	Bankbridge (GCSSSD)	\$34,560 + \$3,000 surcharge	Yes	No
00009	Bankbridge (GCSSSD)	\$34,560 + \$3,000 surcharge	Yes	Yes
00026	Berlin Township (Public)	\$22,586.40	Yes	Aide/Interpreter
00015	Y.A.L.E.	\$57,132	No	No

Haddon Heights

Student	2013-2014 Placement	Tuition	Transportation	Aide
00002	Bankbridge (GCSSSD)	\$34,560 + \$3,000 surcharge	Yes	No
HS132	Bankbridge (GCSSSD)	\$34,560 + \$3,000 surcharge	Yes	No
00014	Bankbridge (GCSSSD)	\$34,560 + \$3,000 surcharge	Yes	No
HS141	Mountainview Youth Correctional Facility	N/A	N/A	N/A
99003	Kingsway Learning Center	\$39,155.40	Yes	No
03008	Bancroft Haddonfield	\$46,805.91	Yes	No

Management -
Items #1 – 14

Motion by Dawn Wright-McLeod, seconded by Dalaine Wilson, that Management Recommendations #1 – 14 be approved. Motion carried; 5 yes.

Dr. Johnson advised the Board about the litigation between the Merchantville and Pennsauken School Districts in which Merchantville is trying to sever its send-receive relationship with Pennsauken. The attorneys for Merchantville have contacted him regarding the articulation that takes place between Lawnside and Haddon Heights. An educational expert for the Pennsauken School District will be suggesting during the court proceedings that Merchantville students, the majority of which are students of color, should not be permitted to attend Haddon Heights alleging they will not have full access to all programs and opportunities, as evidenced by low percentage of Lawnside students in honors and AP courses. Dr. Johnson has been asked to appear as a witness for Merchantville to refute this assertion.

Correspondence

The President read a Thank You Card from Ms. Swiatocha that expressed appreciation for the kind words conveyed at her Retirement Luncheon and the opportunities and relationships developed over her twenty-five years in the district.

There was no Old Business.

There were no Committee Reports. All Committees are scheduled to meet on the fourth Thursday (August 22).

A CD containing all district policies was distributed to the membership.

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New Business

R E S O L U T I O N #8-2014

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>
11-422-100-101-00-00 Salaries – Summer Programs	\$ 2,119	
11-422-100-220-00-00 Social Security Contributions	162	
11-000-221-320-00-00 Purchased Prof. Educational Services	7,000	
11-000-266-100-00-00 Salaries – Security	500	
12-000-100-730-00-00 Equipment	5,829	
11-421-100-101-00-00 Salaries – Before/After School Programs		\$ 1,871
11-422-200-500-00-00 Other Purchased Services-Summer Programs		410
11-000-222-300-00-00 Purchased Prof. & Technical Services		7,000
11-000-266-800-00-00 Other Objects		500
12-000-300-730-00-00 Equipment		<u>5,829</u>
	<u>\$15,610</u>	<u>\$15,610</u>

Action on Resolution #8-2014 is tabled at this time as only five members are present and approval requires a 2/3 majority or at least six votes.

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R E S O L U T I O N #9-2014

BE IT RESOLVED, that the Board of Education of the Borough of Lawnside, at its August 15, 2013 meeting authorizes the acceptance of funds under the provisions of the listed program for the 2013-2014 school year:

21st Century Community Learning Centers \$300,000

Resolution #9-2014– Motion by Dalaine Wilson, seconded by Dawn Wright-McLeod,
21st CCLC Grant that Resolution #9-2014 be approved. Motion carried; 5 yes.

R E S O L U T I O N #10-2014

BE IT RESOLVED, that the Board of Education of the Borough of Lawnside, at its August 15, 2013 meeting authorizes the following work by SJTP Technology Center through the Interlocal Service Agreement for shared services activities.

Description	Cost
Removal of asbestos-containing floor tile; install new floor tiles	\$12,977
Installation of floor tiles in office safe	\$1,843
Hallway repairs	\$1,902
Remove damaged tiles in Room 120; install new VCT and cove base in existing area	\$2,591

Resolution #10-2014 – Motion by Dawn Wright-McLeod, seconded by Tiffany Banks,
SJTP Projects that Resolution #10-2014 be approved. Motion carried; 5 yes.

Transportation Renewal – Motion by Dawn Wright-McLeod, seconded by Dalaine Wilson,
T & L Transportation that the transportation contract for routes L1 & L2 to Haddon Heights High School be renewed with T & L Transportation at a cost of \$163.00 per diem per route with the provision for an increase/decrease per mile adjustment of \$1.00 be approved for the 2013-2014 school year. Motion carried; 5 yes.

Facilities Use - Motion by Dawn Wright-McLeod, seconded by Tiffany Banks,
CC East NAACP that the Camden County East NAACP be permitted to use meeting space in the building from 6:30 to 9:00 p.m. on September 10, 2013 for a conference. Motion carried; 5 yes.

Secretary/Treasurer Reports

The Secretary reports as of June 30, 2013:
Fund 10 Cash in Bank \$ 728,289.84
Fund 20 Cash in Bank -132,355.22
Fund 30 Cash in Bank 2,059,667.79
Fund 40 Cash in Bank 3,777.02
Total Cash in Bank \$2,659,379.43

The Treasurer reports as of June 30, 2013:
Fund 10 Ending Cash Balance \$ 728,289.84
Fund 20 Ending Cash Balance -132,355.22
Fund 30 Ending Cash Balance 2,059,667.79
Fund 40 Ending Cash Balance 3,777.02
Total Ending Cash Balance \$2,659,379.43

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Receipt Motion by Lovelle Kendall, seconded by Dawn Wright-McLeod, that the Secretary and Treasurer Reports for the period ending June 30, 2013 be received. Motion carried; 5 yes.

R E S O L U T I O N #11-2014

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Lawnside Board of Education certifies that as of June 30, 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 #11-2014 – Board Certification Motion by Dalaine Wilson, seconded by Dawn Wright-McLeod, that Resolution #11-2014 be approved. Motion carried; 5 yes.

R E S O L U T I O N #12-2014

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of June 30, 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 #12-2014 – BA Certification Motion by Dawn Wright-McLeod, seconded by Dalaine Wilson, that Resolution #12-2014 be approved. Motion carried; 5 yes.

Payment of Bills Motion by Dawn Wright-McLeod, seconded by Dalaine Wilson, that the bills totaling \$329,866.45 for the General Fund and \$179.92 for the Food Service Fund be approved for payment pending availability of funds. Motion carried; 5 yes.

There was no Public Comment.

Executive Session – not required.

Adjournment Motion by Dawn Wright-McLeod, seconded by Tiffany Banks, that the meeting be adjourned. Motion carried unanimously.
7:35 p.m.