

Lawnside Board of Education Meeting Minutes
September 12, 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 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:

Ronald DeAbreu	Donica Venable
Lovelle Kendall	Dalaine Wilson
Amy Pierce	Dawn Wright-McLeod

6 present, 3 absent

Absent: Tiffany Banks, Doug Brotherton, Sabrina Forrest

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 -
8/15/2013

Motion by Dawn Wright-McLeod, seconded by Dalaine Wilson, that the minutes of August 15, 2013 be approved. Motion carried; 5 yes.

There was no Solicitor's Report.

Superintendent's Report

Discussion

- PARCC Field Assessment Correspondence – Lawnside selected to participate in the 2014 PARCC Field Test to be administered in the spring of 2014. Participating students in grades 3-11 will be assessed in English Language Arts/Literacy or Mathematics. The possibility of opting out of this field test is being considered because it will be conducted during the same time period as the NJASK.
- US Department of Education Correspondence re: district completed the Civil Rights Data Collection survey for 2011-2012; will be required to report data for the 2013-2014. Survey data is a source of information about access to educational opportunities in public schools.
- ShopRite Correspondence "Help Bag Hunger" – ShopRite will be hosting this event on 9/18. As part of "ShopRite Partners in Caring Day", local officials have been invited to take part by using their "bagging skills" from 10:00 a.m. to 11:00 a.m. in the store. Throughout the day, cashiers will be collecting donations to help fill the shelves of local food banks. Dr. Johnson and several Board Members plan to participate.
- Pets In the Classroom Grant Correspondence – reimbursement of up to \$150 for equipment to secure the proper environment for classroom reptiles/amphibians secured by Mr. Jenkins.
- School Business Officials: Major Financial & Other Tasks – tickler file of various activities and submissions that are handled by the Business Office.

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- Job Description – Director of Curriculum & Instruction – A change from “Supervisor” to “Director” is being requested as the individual holding this position must undergo a mentoring process. The State will not allow persons holding the title of Supervisor in the program. All duties of the position remain the same; only the title is being changed.

Board President Sabrina Forrest entered at 7:06 p.m. during the Discussion Items, making 7 present, 2 absent. Vice President Amy Pierce turned the chair over to the President at that time.

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.**

Dr. Johnson commented on the opening of school; it was very successful. Most parents have embraced the new drop off/pick up procedures. To those who are resistant to the change in procedures, it is explained that the job of providing a safe and nurturing environment for their children is taken very seriously by every staff members. Parents have been encouraged to become actively involved with the school by volunteering to be room mothers/fathers and joining the PTA.

Fire and Security Drills	
Fire Drill	Monday, September 9, 2013 @ 2:00 p.m.
School Lockdown Drill	Tuesday, September 10, 2013 @ 10:00 a.m.

Class Enrollment

Grade	Number of Students	Grade	Number of Students
PreK	21	4 TH	28
Kindergarten	30	5 TH	24
1 ST	40	6 TH	29
2 ND	35	7 TH	28
3 RD	23	8 TH	28
		Total	286

Recommendations

PERSONNEL

1. It is recommended Ms. Paula Davis’ title as Supervisor of Curriculum and Instruction be changed to Director of Curriculum and Instruction for state mentoring purposes.
2. It is recommended the following be approved as Substitute Teachers at a rate of \$75 per diem for the 2013-2014 school year pending proof of appropriate substitute certificate and criminal history review.

Karen King
Henrietta Wallace-Glasgow

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3. It is recommended Ms. Margaret DelSignore be approved as a 1:1 Instructional Aide for the 2013-2014 school year at a salary of \$16,831 (Step 1-BA plus \$500 for substitute certification).
4. It is recommended Ms. Sara Purdy be approved as a 1:1 Instructional Aide, to be placed at Berlin Township with out-of-district student #00026, at a salary of \$24,967 (Step 12 plus \$3,000 stipend for fluent American Sign Language knowledge).
5. It is recommended the following staff members be approved as Directors of the Shining Stars afterschool program for the 2013-2014 school year at a rate of \$35 per hour.

Gina Clay-Williams
Leslie Daniels
Robbin Henderson-Marvin

6. It is recommended the following staff members be approved as Teachers for the Shining Stars afterschool program for the 2013-2014 school year at a rate of \$35 per hour.

Charisse Allen
Alexus Backus
Kira Brown
Nina Carr
Brittany Coleman
Shyya Combs
Eric Quao
Diana Rossani
Donna Walden
Anthony Ware

7. It is recommended the following staff members be approved as Instructional Aides for the Shining Stars afterschool program for the 2013-2014 school year at a rate of \$16 per hour.

Charisse Allen
Romaine Artis-Jones
Nina Carr
Eric Quao
Donna Walden

8. It is recommended the following staff members be approved to serve as Student Council Advisors for the 2013-2014 school year with a stipend of \$892.

Brent Hoover
Robbin Henderson-Marvin

9. It is recommended the following staff members be approved as Yearbook Advisors for the 2013-2014 school year with a stipend of \$892.

Alexus Backus
Brittany Coleman

10. It is recommended Mr. Norman Alston be approved as the Safety Patrol Advisor for the 2013-2014 school year with a stipend of \$892.

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11. It is recommended Ms. Holly Martin be approved as an advisor for the National Junior Honor Society for the 2013-2014 school year with a stipend of \$892.
12. It is recommended Ms. Nancy Debrececi be approved as a Homebound Instructor for the 2013-2014 school year at a rate of \$35 per hour.
13. It is recommended that the following persons be hired for the 21st CCLC Afterschool Program for the 2013-2014 school year.

Patricia Cobia	Site Coordinator	\$35 per hour
Niphon Kirk	Sub Site Coordinator	\$35 per hour
Tomika Wilson	Administrative Assistant	\$35 per hour
Jeovanni Guzman	Math Teacher	\$35 per hour
Gina Clay-Williams	LAL Teacher	\$35 per hour
Tisho Davis	BSIP Teacher	\$35 per hour
Harold Jenkins	STEM Facilitator	\$35 per hour
Eboni Goodman	STEM Facilitator	\$35 per hour
Sophia Lauger	STEM Facilitator	\$35 per hour
Juanita Highsmith	Art Teacher/Drama Instructor	\$35 per hour
Veda Jones	Computer Teacher	\$35 per hour
Lisa Rhodan	Special Needs Teacher	\$35 per hour
Michele Mendenhall	Guidance Counselor	\$35 per hour
Fatima Aglagel	Paraprofessional	\$16 per hour
Antoinette Davis	Paraprofessional	\$16 per hour
John Langford	Paraprofessional	\$16 per hour
Patricia Smith	Paraprofessional	\$16 per hour
ShaNell Wilson	Paraprofessional	\$16 per hour
Andrew Anderson	Paraprofessional (Substitute)	\$16 per hour
JoAnn King	Paraprofessional (Substitute)	\$16 per hour
Julian Feggins	Student Worker	\$10 per hour
Darius Jones	Student Worker	\$10 per hour
Isiah Sewell	Student Worker	\$10 per hour

14. It is recommended Ms. Veda Jones be approved to serve as 8th Grade Advisor for the 2013-2014 school year with a stipend of \$892.
15. It is recommended Ms. Marybeth Donohue's letter of resignation as Learning Disabilities Teacher Consultant be accepted effective September 13, 2013.

Personnel
Items #1 – 15

Motion by Donica Venable, seconded by Amy Pierce, that Personnel Recommendations #1 – 15 be approved. Motion carried 7 yes for Items 1 – 12 and 14 – 15. Motion carried; 5 yes for Item 13, 1 no – Amy Pierce, 1 not voting – Donica Venable.

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MANAGEMENT

1. It is recommended the job description for Director of Curriculum and Instruction be approved for the 2013-2014 school year.
2. It is recommended Dr. Ronn Johnson be approved to attend the National Alliance of Black School Educators conference in Detroit, Michigan from November 13-17, 2013.
3. It is recommended Ms. Michele Mendenhall be approved as the District's Affirmative Action Officer for the 2013-2014 school year.
4. It is recommended the IDEA grant application for 2013-2014 be approved for submission to the New Jersey Department of Education.
5. It is recommended Bayada Nurses Inc. be approved to provide substitute nursing services for the 2013-2014 school year at a rate of \$55 per hour.
6. It is recommended Interim Healthcare be approved to provide substitute nursing services for the 2013-2014 school year at a rate of \$52 per hour.
7. It is recommended homebound instruction services be provided through Brookfield Homebound School Program (for Castle Academy partial care) for student #18028 at the cost of \$35 per hour for approximately the first 6 weeks of school (start date 9/5/2013).
8. It is recommended Dr. Rozalyn Pitts be permitted to provide programming activity related services for the 21st CCLC Afterschool Program for the 2013-2014 school year in the area of youth development at a cost of \$2,000 which includes 8 sessions at \$250 per session. The activities to be covered are as follows:

Goal Setting
Bullying
Peer Pressure
Self Esteem
Friendships
9. It is recommended Student Achievement System, LearnDoEarn be permitted to provide workshops and instruction for students/parents and staff for the 21st CCLC Afterschool Program for the 2013-2014 school year for a total cost of \$2,000.
10. It is recommended Zakiyya Abdullah, Soul Line Dance Instructor, be permitted to provide line dance instruction for parent activity nights for the 21st CCLC Afterschool Program for the 2013-2014 school year at a cost of \$625. The cost covers 5 sessions at \$125 per session.
11. It is recommended the 21st CCLC Afterschool Program staff be permitted to participate in professional development for 2013-2014 school year on September 17th and 18th from 3:30 to 6:30 p.m. at a cost not to exceed \$4,000.

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12. It is recommended Unity Community Center of South Jersey, Inc. be permitted to provide programming activity related services for the 21st CCLC Afterschool Program for the 2013-2014 school year at a cost not to exceed \$7,500.

Stepping
African Drums
African Dance/Modern Dance
Martial Arts
Spoken Word
Cultural & Artistic Theatrical Performances

13. It is recommended Scholar Options LLC be permitted to provide programming activity related services for the 21st CCLC Afterschool Program for the 2013-2014 school year at a cost of \$10,000.

- Scholar Options shall be responsible for completing the evaluation of the District's 21st CCLC grant project
- Provide Service Agreement

Management -
Items #1 – 13

Motion by Ronald DeAbreu, seconded by Amy Pierce, that Management Recommendations #1 – 13 be approved. Motion carried; 6 yes, 1 no – Lovelle Kendall for Items 1 – 4 and 6 – 13. Motion carried; 5 yes, 1 no – Lovelle Kendall, 1 not voting – Sabrina Forrest for Item #5.

Student Activities

1. It is recommended the 21st CCLC Afterschool Program students, parents and staff be permitted to attend the following field trips/activities during the 2013-2014 program year.

Field Trip Destination	Program Activity Component
Washington, D.C.	STEM
Statue of Liberty/Madame Tussauds New York	STEM
Cape May or Philadelphia Zoo	STEM
The Wetlands Institute	STEM
Howard University	STEM
New York or Pennsylvania Stock Exchange	STEM
Intrepid Sea, Air and Space Museum	STEM
Rutgers Gordon Theatre	Cultural & Artistic Awareness
Bowling	Health, Nutrition, Fitness & Physical Activity
Roller Skating	Health, Nutrition, Fitness & Physical Activity
Swimming/Pennsauken Municipal Recreation Center	Health, Nutrition, Fitness & Physical Activity
Mother Daughter/Father Son Symposium	Parental Involvement

2. It is recommended the 21st CCLC and K-3 Shining Stars Afterschool Programs be permitted to participate in the 14th Annual Lights On After School activity on October 17, 2013.

Student Activities -
Items #1 – 2

Motion by Dawn Wright-McLeod, seconded by Donica Venable, that Student Activities Recommendations #1 – 2 be approved. Motion carried; 7 yes.

Board Member Tiffany Banks entered at 7:42 p.m., making 8 present, 1 absent.

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There was no Correspondence.

Old 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>

Resolution #8-2014–
Line Item Transfers

Motion by Amy Pierce, seconded by Dawn Wright-McLeod,
that Resolution #8-2014 be approved. Motion carried; 8 yes.

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Committee Reports

Outreach Committee – Dawn Wright-McLeod

It was reported that the 2nd Annual Back to School Bonanza held on August 24 was a huge success. Organizations present included the PTA, the 21st CCLC Afterschool Program, Susquehanna and TD Banks, Hiram Lodge #5, ShopRite, Buzz Cutz Barbershop, SJ Legends Street Cars, the Biker Girls and Uncle Willy the Clown. Mt. Zion and Grace Temple provided both donations as well as their help.

One hundred book bags with supplies were given out; refreshments included hot dogs, hamburgers, snacks, water ice and popcorn. A bouncy house was available for the children. Special thanks were extended to Chefs Ronn Johnson and Ron DeAbreu for manning the grills, all Board Members and staff for their help and to Bayard Realty for providing the free advertising to every home in the community.

The Committee believes that the children were welcomed back to school with a fun-filled event, and it was a great kickoff to the 2013-2014 school year.

Personnel, Finance & Facilities – Ronald DeAbreu

An update on contract negotiations will be provided in Executive Session.

Report Receipt

Motion by Dalaine Wilson, seconded by Amy Pierce, that the above Committee Report be received. Motion carried; 8 yes.

New Business

R E S O L U T I O N #13-2014

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>
11-000-100-562-00-00 Tuition – Other LEAs	\$27,500	
11-000-216-320-00-00 Purch. Professional Ed Services	36,000	
11-000-219-320-00-00 Purch. Professional Ed Services	500	

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11-000-240-104-00-00 Salaries – Professional Staff	2,400	
11-000-270-513-00-00 Transportation Jointure Agreements	355	
11-213-100-106-00-00 Other Salaries for Instruction		\$25,000
11-000-219-104-00-00 Child Study Team – Salaries		36,000
11-000-219-592-00-00 Travel Expense		500
11-000-230-590-00-00 Other Purchased Services		
11-000-240-105-00-00 Salaries – Secretarial/Clerical		2,400
11-000-270-511-00-00 Contracted Transportation	_____	<u>355</u>
	<u>\$66,755</u>	<u>\$66,755</u>

Resolution #13-2014 – Line Item Transfers Motion by Ronald DeAbreu, seconded by Dawn Wright-McLeod, that Resolution #8-2014 be approved. Motion carried; 8 yes.

R E S O L U T I O N #14-2014

BE IT RESOLVED, that the Board of Education of the Borough of Lawnside, at its September 12, 2013 meeting authorizes the submission of an application and acceptance of funds under the provisions of the Individuals with Disabilities Education Act for the 2013-2014 school year as follows:

IDEA Basic	\$103,946
IDEA Preschool	<u>2,814</u>
	\$106,760

Resolution #14-2014 – FY 2014 IDEA Grant Motion by Dawn Wright-McLeod, seconded by Ronald DeAbreu, that Resolution #14-2014 be approved. Motion carried; 8 yes.

R E S O L U T I O N #15-2014

BE IT RESOLVED, that the Board of Education of the Borough of Lawnside, at its September 12, 2013 meeting approves the following state contract vendor for the 2013-2014 school year:

W. B. Mason #A80975

Resolution #15-2014 – State Contract Vendor Motion by Dawn Wright-McLeod, seconded by Donica Venable, that Resolution #15-2014 be approved. Motion carried; 8 yes.

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R E S O L U T I O N #16-2014

BE IT RESOLVED, that the Board of Education of the Borough of Lawnside, at its September 12, 2013 meeting approves use of the following vendors that have been awarded Bid A-27-13 through the Camden County Cooperative Pricing System.

Copy & Computer Paper and Envelopes

W. B. Mason
Bellmawr, NJ

Office Basics
Boothwyn, PA

Paper Mart
East Hanover, PA

Resolution #16-2014 – Motion by Dawn Wright-McLeod, seconded by Donica Venable,
CC Cooperative Pricing System that Resolution #16-2014 be approved. Motion carried; 8 yes.

R E S O L U T I O N #17-2014

BE IT RESOLVED, that the Board of Education of the Borough of Lawnside at its September 12, 2013 meeting approves the payment of unused accumulated sick leave to the following retirees:

Name	Sick Days	Rate	Total
Patricia Ricks	95.0	\$50	\$4,750
Susan Swiatocha	81.5	\$50	\$4,075

Resolution #17-2014 – Motion by Dawn Wright-McLeod, seconded by Dalaine Wilson,
Unused Sick Leave Payment that Resolution #17-2014 be approved. Motion carried; 8 yes.

Facilities Use - Motion by Ronald DeAbreu, seconded by Dawn Wright-McLeod,
Lawnside Scholarship Club that the Lawnside Scholarship Club be permitted to use the
conference room each third Tuesday for the period September, 2013 to June, 2014 from 6:30 to 9:30 p.m. for monthly business
meetings. Motion carried; 8 yes.

Facilities Use - Motion by Ronald DeAbreu, seconded by Dalaine Wilson,
Lawnside Historical Society that the Lawnside Historical Society be permitted to use the
library each second Thursday for the period September, 2013 to June, 2014 from 7:00 to 9:00 p.m. for monthly business
meetings. Motion carried; 8 yes.

Facilities Use - Motion by Dawn Wright-McLeod, seconded by Amy Pierce,
Delta Sigma Theta that the Delta Sigma Theta Sorority be permitted to use meeting
space in the building each first Thursday for the period October, 2013 to June, 2014 from 6:00 to 8:30 p.m. to conduct a
mentoring program for female teens. Motion carried; 8 yes.

Facilities Use - Motion by Dawn Wright-McLeod, seconded by Tiffany Banks,
Heritage Hoops that the Heritage Hoops Basketball Organization be permitted to
use the gym on Mondays, Tuesdays and Thursdays for the
period 10/14/2013 to 11/21/2013 from 6:30 to 10:00 p.m. for
basketball games. Motion carried; 8 yes.

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Facilities Use -
For Christ Ministries

Motion by Dalaine Wilson, seconded by Amy Pierce,
that the For Christ Ministries be permitted to use the all purpose
room from 7:00 to 10:00 p.m. on 9/13 and 9/16/2013 for play
rehearsal. Motion carried; 8 yes.

There were no Secretary/Treasurer Reports at this time.

Payment of Bills

Motion by Dawn Wright-McLeod, seconded by Amy Pierce,
that the bills totaling \$409,861.35 for the General Fund and
\$2,952.53 for the Food Service Fund be approved for payment
pending availability of funds. Motion carried; 8 yes.

There was no Public Comment.

Executive Session
7:55 p.m.

Motion by Dawn Wright-McLeod, seconded by Amy Pierce,
that the Board recess into Executive Session to discuss the
status of contract negotiations with the Lawnside Education
Association. Motion carried; 8 yes.

Reconvene
8:10 p.m.

Motion by Dawn Wright-McLeod, seconded by Ronald DeAbreu,
that the meeting be reopened to the public. Motion carried; 8
yes.

The meeting was called to order to 8:10 p.m. with the following members answering present to the
roll call:

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

8 present, 1 absent

Absent: Doug Brotherton

Adjournment
8:11 p.m.

Motion by Dawn Wright-McLeod, seconded by Ronald DeAbreu,
that the meeting be adjourned. Motion carried unanimously.