

Lawnside Board of Education Meeting Minutes
January 9, 2014

The Reorganization and Regular Meeting of the Lawnside Board of Education was called to order at 7:06 p.m. in Board Conference Room of the Lawnside Public School, 426 Charleston Avenue. Board Secretary Theresa Tutt presided. After repeating the Pledge of Allegiance a moment of silence was observed.

Ms. Tutt 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.

Report of Election Results

The certified results of the November 5, 2013 election are as follows:

<u>Candidates (3-Year Seats)</u>	<u>Votes</u>
Amy Kearny	182
Donica Venable	210

The Board Secretary administered the Oath of Office to newly elected members.

The Board Secretary also administered the Oath of Office to Mr. Canute Gardiner, one of the appointees at the December 30, 2013 meeting, who will serve a one-year term.

The following members answered present to the roll call:

Ronald DeAbreu	Amy Kearney
Sabrina Forrest	Amy Pierce
Canute Gardiner	Donica Venable
6 present, 2 vacancies	

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

Election of Officers

The Board Secretary called for nominations for the Office of President.

Mr. DeAbreu nominated Ms. Forrest; Ms. Kearney seconded the nomination. There were no other nominations.

Close Nominations Motion by Ronald DeAbreu, seconded by Amy Kearny,
that the nominations for President be closed.

Roll call results – 6 yes; Ms. Forrest was duly elected President. Mrs. Forrest assumed the chair of President.

Nominations were called for the Office of Vice President.

Mr. DeAbreu nominated Ms. Pierce; Mr. Gardiner seconded the nomination.

There were no other nominations.

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Close Nominations Motion by Ronald DeAbreu, seconded by Canute Gardiner,
that the nominations for Vice President be closed.

Roll call results – 6 yes; Ms. Pierce was elected Vice President.

Representative at HH Motion by Ronald DeAbreu, seconded by Canute Gardiner,
D. Venable that Donica Venable serve as the Lawnside representative on the
Haddon Heights Board of Education until the next reorganization
of the Board. Motion carried; 6 yes.

Policies, Procedures,
Agreements, Curricula Motion by Ronald DeAbreu, seconded by Amy Pierce,
that all policies, procedures, agreements and curricula that were
adopted by or were in effect during the term of the preceding
Board of Education be hereby adopted and continued in full
force and effect by the present Board until amended or repealed.
Motion carried; 6 yes.

Meeting Night Motion by Ronald DeAbreu, seconded by Amy Pierce,
that the regular meetings of the Lawnside Board of Education be
scheduled on the second Thursday monthly at 7:00 p.m. Motion
carried; 6 yes.

Regular Board Meeting Agenda Items

There were no Public Comments.

Minutes - Motion by Amy Pierce, seconded by Donica Venable,
12/12/2013 & 12/30/2013 that the minutes of December 12, and December 30, 2013 be
approved. Motion carried; 6 yes.

There was no Solicitor's Report.

Superintendent's Report

Dr. Johnson offered congratulations to the new members and welcomed them on behalf of the staff and students.

Discussion

- Correspondence from Hiram Lodge #5 – summation of "Spirit of Giving" initiatives that were provided to the community
- Dr. Martin Luther King Day celebration – Monday, January 20, 2014, 10:00 a.m. – 12:00 noon – sponsored by Lawnside Historical Society, local churches, Lawnside Borough and School District
- Article regarding the Common Core – suggested steps to prepare for the assessments
- 2014 New Jersey Assessment of Skills and Knowledge (NJ ASK) – test design and administrative features

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Presentation – Discipline/Climate Report

Ms. Kirk provided information on the Violence and Vandalism reporting required by the State and reviewed the Student Code of Conduct and Discipline Procedures as well as Definitions of Infractions at LPS. She spoke about “Mix It Up at Lunch”, explained how it works, why it is being used in the district, and indicated what the expected outcomes are.

Mr. DeAbreu acknowledged Ms. Kirk for her efforts and what she is trying to accomplish with the student body.

- **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.**

Harassment, Intimidation and Bullying

There were 0 incidents of documented Harassment, Intimidation and Bullying.

Fire and Security Drills	
Fire Drill	Friday, January 10, 2014 (weather permitting)
Shelter In Place (No Instruction)	Tuesday, January 14, 2014

Class Enrollment

Grade	Number of Students	Grade	Number of Students
PreK	22	4 TH	27
Kindergarten	30	5 TH	25
1 ST	38	6 TH	28
2 ND	37	7 TH	25
3 RD	25	8 TH	25
		Total	282

Recommendations

PERSONNEL

1. It is recommended Mr. Keenan Jones be approved as a Substitute Aide for the Shining Stars program at a rate of \$8.25 per hour during the 2013-2014 school year.
2. It is recommended Ms. Sara Purdy’s Letter of Resignation be approved effective February 3, 2014. (Out-of-District Special Education Aide)
3. It is recommended that Ms. Dottie Adler be hired as a 1:1 special education Wilson Reading tutor for Student #18027, as per his IEP, at the rate of \$35 per hour for 3 hours per week after school until May.

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4. It is recommended that Ms. Backus and Ms. Martin attend Rowan University Annual Conference on Autism on March 7, 2014 at the cost of \$149 each (to turn key at PLCs).
5. It is recommended that Ms. Afton Williams be approved as a substitute teacher for the 2013-2014 school year at a rate of \$80 per diem.

Personnel
Item #1 – 5

Motion by Ronald DeAbreu, seconded by Amy Pierce, that Personnel Recommendations #1 – 5 be approved. Motion carried 6 yes.

MANAGEMENT

1. It is recommended the position of Special Education Aide with Sign Language Certification be approved for posting for the 2013-2014 school year
2. It is recommended Alert-Seats be purchased for special education students (11 seats, 11 stands and 2 inflators) at a total cost of \$1,030.18 – IDEA funded.
3. It is recommended transportation be provided for special education Student #16019 for a 6-week partial care program as per his IEP, start date 1/2/2014.
4. It is recommended the Lawnside AED Protocol established in collaboration with the school physician be approved for the 2013-2014 school year.
5. It is recommended the following Professional Development Workshops be approved for the 2013-2014 school year:

Staff Member	Date	Description	Cost
Niphon Kirk	2/14/2014	Using Ipad to Enhance Learning	\$229
Niphon Kirk	2/28/2014	Section 504 in New Jersey	\$189
Alexis Backus	3/7/2014	Conference on Autism	\$149
Holly Martin	3/7/2014	Conference on Autism	\$149
Tisho Davis	3/14/2014	Conquer the "Common Core" with Math	\$229
Jeovanni Guzman	3/14/2014	Conquer the "Common Core" with Math	\$229
Holly Martin	3/14/2014	Conquer the "Common Core" with Math	\$229
Paula Davis	4/11/2014	Early Childhood Conference	\$149

Management -
Items #1 – 5

Motion by Ronald DeAbreu, seconded by Donica Venable, that Management Recommendations #1 – 5 be approved. Motion carried; 6 yes.

Correspondence

1. Thank you Card from Mrs. Ellen Benson
2. Concerns Meeting Report from LEA
3. Letter from Ms. Dawn Wright-McLeod re: seat on BOE
4. Letter from Mr. Dalaine Wilson re: seat on BOE

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Board Member Appointments –
Wilson/Wright-McLeod

Motion by Ronald DeAbreu, seconded by Amy Pierce,
that Mr. Dalaine Wilson and Ms. Dawn Wright-McLeod be
appointed to fill two of the vacant seats on the Board; each
appointment is one year in length, expiring December 31, 2014.
Motion carried; 6 yes.

The Board Secretary administered the Oath of Office to Mr. Wilson and Ms. Wright-McLeod.

The following members answered present to the roll call:

Ronald DeAbreu	Amy Pierce
Sabrina Forrest	Donica Venable
Canute Gardiner	Dawn Wright-McLeod
Amy Kearney	

7 present, 1 absent

Absent: Dalaine Wilson

The Thank You from Mrs. Benson was read; there was a lengthy discussion regarding the Concerns Meeting Report received from LEA. It was recommended to Dr. Johnson that minutes of future meetings with the LEA Concerns Committee be recorded to document discussions and responses from the administrative perspective.

There was no Old Business.

There were no Committee Reports.

Board Member Amy Pierce left at 8:33 p.m., making 6 present, 2 absent.

New Business

R E S O L U T I O N #29-2014

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:

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GENERAL FUND:

<u>ACCOUNT</u>	<u>FROM</u>	<u>TO</u>
11-230-100-100-00-00 Salaries of Teachers – Basic Skills	\$ 43,513	
11-000-222-100-00-00 Salaries – Librarian	34,717	
11-00-230-332-00-00 Audit Fees	250	
11-000-270-513-00-00 Transportation Jointures	9,700	
11-000-266-100-00-00 Salaries – Security	7,500	
10-000-100-561-00-00 Transfers to Charter Schools		\$78,230
11-000-230-890-00-00 Miscellaneous Expenditures		250
11-000-240-300-00-00 Purchased Profess. & Tech. Services		9,700
11-000-262-420-00-00 Cleaning, Repairs & Maintenance	<u> </u>	<u>7,500</u>
	<u>\$95,680</u>	<u>\$95,680</u>

Resolution #29-2014 – Motion by Dawn Wright-McLeod, seconded by Ronald DeAbreu,
Line Item Transfers that Resolution #29-2014 be approved. Motion carried; 6 yes.

R E S O L U T I O N #30-2014

BE IT RESOLVED, that the Board of Education of the Borough of Lawnside, approves the rate of pay for the listed employees in the name position be increased to \$8.25 effective January 1, 2014.

Ayana Ali	Cafeteria/Playground Aide
Julian Feggins	21 st CCLC Student Worker
Darius Jones	21 st CCLC Student Worker
Keenan Jones	Shining Stars Student Worker
T'Pring Melton-Foote'	Cafeteria/Playground Aide
Isiah Sewell	21 st CCLC Student Worker
ShaNell Wilson	Cafeteria/Playground Aide

Resolution #30-2014 – Motion by Ronald DeAbreu, seconded by Dawn Wright-McLeod,
Wage Adjustments that Resolution #30-2014 be approved. Motion carried; 5 yes,
1 not voting – Donica Venable.

Facilities Use - Motion by Dawn Wright-McLeod, seconded by Ronald DeAbreu,
Kappa Alpha Psi Fraternity that the Kappa Alpha Psi Fraternity be permitted to use the gym
on January 11, 2014 from 8:30 a.m. to 2:30 p.m. for a
basketball tournament. Motion carried; 6 yes.

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Board Member Amy Pierce returned at 8:35 p.m., making 7 present, 1 absent.

Facilities Use - Motion by Dawn Wright-McLeod, seconded by Ronald DeAbreu,
5Linx that 5Linx be permitted to use the library on 1/18, 1/25, 2/2,
2/8 and 2/16/2014 between the hours of 3:00 and 7:00 p.m. to
conduct business meetings. Motion carried; 6 yes, 1 no –
Donica Venable.

Secretary/Treasurer Reports

The Secretary reports as of November 30, 2013:
Fund 10 Cash in Bank \$741,219.18
Fund 20 Cash in Bank -66,143.09
Fund 30 Cash in Bank -40,311.31
Fund 40 Cash in Bank 41,453.16
Total Cash in Bank \$676,217.94

The Treasurer reports as of November 30, 2013:
Fund 10 Ending Cash Balance \$741,219.18
Fund 20 Ending Cash Balance -66,143.09
Fund 30 Ending Cash Balance -40,311.31
Fund 40 Ending Cash Balance 41,453.16
Total Ending Cash Balance \$67,217.94

Receipt Motion by Ronald DeAbreu, seconded by Dawn Wright-McLeod,
that the Secretary and Treasurer Reports for the period ending
November 30, 2013 be received. Motion carried; 7 yes.

R E S O L U T I O N #31-2014

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Lawnside Board of Education certifies that as of November 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 #31-2014 – Motion by Donica Venable, seconded by Amy Pierce,
Board Certification that Resolution #31-2014 be approved. Motion carried; 7 yes.

R E S O L U T I O N #32-2014

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of November 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

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Resolution #32-2014 –
BA Certification

Motion by Amy Pierce, seconded by Ronald DeAbreu,
that Resolution #32-2014 be approved. Motion carried; 7 yes.

Payment of Bills

Motion by Ronald DeAbreu, seconded by Dawn Wright-McLeod,
that the bills totaling \$383,992.41 for the General Fund and
\$5,903.35 for the Food Service Fund be approved for payment
pending availability of funds. Motion carried; 7 yes.

There was no Public Comment.

Executive Session – not required.

Ms. Forrest indicated that since there are so many new members, there is a possibility that our
NJSBA field representative will conduct an in-house new member orientation session.

Ms. Venable stated there is a need for an “effective communications” workshop for the membership.

Ms. Forrest indicated that Committee Meetings will continue to be held on the 4th Thursday. She
asked that the membership communicate to her which committee they wished to serve on.

Adjournment
8:50 p.m.

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