

Lawnside Board of Education Meeting Minutes
May 8, 2014

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 Vice President Amy Pierce presided. After repeating the Pledge of Allegiance after observing a moment of silence, the following members answered present to the roll call:

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

6 present, 3 absent

Absent: Mark Bryant, Sabrina Forrest, Dalaine Wilson

Also present were Dr. Ronn Johnson, Superintendent, Carl Tanksley, Solicitor, 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.

Public Comments

Ms. Gizelle Aydin, 4th grade teacher, read a letter asking the Board to reconsider the decision of the Superintendent not to rehire her for the 2014-2015 school year. She stated that she has never had any formal reprimands during her employment, and there is nothing in her personnel file to indicate unsatisfactory performance of her duties as a teacher in the district. She requested a review of her personnel file to substantiate her statements. Ms. Aydin indicated that the verbal reasons given for her nonrenewal seem unfair; she has yet to receive the reasons in writing. She implored the Board to reverse the decision that was made by the Superintendent.

Minutes -
4/10/2014

Motion by Dawn Wright-McLeod, seconded by Ronald DeAbreu, that the minutes of April 10, 2014 be approved. Motion carried; Roll Call Vote: 6 yes.

Solicitor's Report

Mr. Tanksley indicated he had information to be shared with the Board during Executive Session.

Superintendent's Report

Discussion/Event Reminder

- Correspondence from the NJDOE Division of Early Childhood Education re: Budget approval
- Principal' List Luncheon (Friday, May 9, 2014 @ 11:00 am - Old Country Buffett)
- National Karate Institute Tournament (Saturday, May 10 @ 10:00 am)
- NAACP Congressional Debate (Tuesday, May 13 @ 6:30 pm)
- Haddon Heights Academic Awards Program (Thursday, May 15 @ 7:30 pm)
- Lawnside Teacher's Choice Awards Program (Thursday, May 15 @ 7:00 pm)
- Lawnside Scholarship Club "Salute to Seniors" (Saturday, May 17 @ 1:00 pm - HHHS)

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- Mt. Zion Mentoring Sunday (Sunday, May 18 @ 10:00 am)
- Lawnside Education Foundation Reception for the Zallie Family (Tuesday, May 20 @ 12:00 pm)
- 8th Grade Semi-Formal (Thursday, May 22 @ 6:00 pm)
- SJ Alumni Chapter of Morgan State Line Dance (Saturday, May 31 @ 12:00 pm)

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.**

Harassment, Intimidation and Bullying

There were 0 incidents of documented Harassment, Intimidation and Bullying resulting in

Warnings 0

Detentions 0

Suspensions 0

Fire and Security Drills	
Fire Drill	Scheduled for May 9, 2014 @ 2:45 p.m.
Non-Fire Evacuation	Scheduled for May 16, 2014 @ 2:30 p.m.

Recommendations

PERSONNEL

1. It is recommended that the following staff members be approved for employment for the 2014-2015 school year:

Name	Assignment	Salary
Aglaguel, Fatima	Instructional Aide	\$18,226
Ali, Ayanna	Cafeteria/Playground Aide	\$8.25/hr.
Allen, Charrisse	Instructional Aide (PreK)	\$17,878
Alston, Norman	School Security Guard	\$27,729
Alwan, Rukiah	Special Education Teacher	\$62,585
Artis-Jones, Romaine	Administrative Secretary	\$39,275
Backus, Alexis	Elementary Education Teacher	\$54,152
Bailey, Timothy	Custodian	\$24,774
Baltodano, Monica	Elementary EducationTeacher	\$55,660
Boone, Charlene	Music Teacher, K-8	\$53,152
Brown, Kira	Elementary School Teacher	\$53,152
Carr, Nina	Instructional Assistant	\$17,648
Cobia, Patricia	Elementary Education Teacher	\$57,168
Coleman, Brittany	Elementary Education Teacher	\$54,152
Combs, Shyya	Elementary Education Teacher	\$57,168
Daniels, Leslie	PreKindergarten Teacher	\$64,585
Davis, Antoinette	Instructional Assistant (Pre-K)	\$17,378
Davis, Paula	Director of Curriculum/Instruction	\$82,417
Debreceni, Nancy	Special Education Teacher	\$68,289

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DelSignore, Margaret	Instructional Aide	\$17,417
DiSandro, Colleen	Elementary Education Teacher	\$60,185
Dobias, Kathryn	Elementary Education Teacher	\$69,489
Finnegan, Christina	English Language Arts Teacher 6-8	\$57,168
Flagler, Harry	Custodian	\$11.55/hr.
Gordon, Mark	Technology Coordinator	\$70,411
Greer, Althea	Elementary Education Teacher	\$78,489
Guzman, Jeovanni	Mathematics Teacher 6-8	\$53,152
Henderson-Marvin, Robbin	Instructional Aide	\$17,648
Henry, Terry	Custodian	\$38,621
Hoover, Brent	Social Studies Teacher 6-8	\$58,060
Jenkins, Harold	Science Teacher 6-8	\$61,076
Johnson, Kenneth	Basic Skills Teacher (Language Arts)	\$69,489
Jones, Veda	Technology/Keyboarding	\$56,552
Kirk, Niphon	Vice Principal	\$78,553
Langford, John	Instructional Aide	\$18,698
Martin, Holly	Special Education Teacher	\$59,568
Melton-Foote, T'Pring	Cafeteria/Playground Aide	\$8.25/hr.
Mendenhall, Michele	School Social Worker	\$63,866
Messick, Scott	Health & Physical Education Teacher	\$53,152
Quao, Eric	Instructional Aide	\$17,878
Reilly, Meghan	Art K-8	\$56,552
Rosner, Christine	School Nurse	\$70,689
Shabazz, King	School Security Guard	\$16.80/hr.
Shanks, Tisha	Assistant Board Secretary	\$31,098
Smith, Patricia	Instructional Aide	\$22,711
Thompson, Norman	Custodian	\$25,158
Walden, Donna	Instructional Aide	\$17,648
Walsh, Sonya	PreKindergarten Teacher	\$60,185
Webb, Doretha	Elementary Education Teacher	\$69,489
Welde, Rebecca	Speech Therapist/IR&S Coordinator	\$58,060
Williams, Gina	Gifted & Talented/Reading Recovery	\$71,989
Wilson, ShaNell	Cafeteria/Playground Aide	\$8.25/hr.
Wilson, Tomika	Clerk/Typist	\$25,633

2. It is recommended that the following staff be approved as Extended School Year teachers at the rate of \$36.75 per hour.

Rukiah Alwan
Nancy Debrececi

3. It is recommended that the following staff be approved as an Extended School Year Instructional Aide at the rate of \$16.80 per hour.

Patricia Smith

4. It is recommended that Mrs. Devonn Lindsay's Letter of Resignation as the Supervisor of Special Services/School Psychologist is accepted effective June 30, 2014.

Personnel
Item #1 – 4

Motion by Ronald DeAbreu, seconded by Amy Kearney, that Personnel Recommendations #1 – 4 be approved. Motion carried; Roll Call Vote: 6 yes.

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MANAGEMENT

1. It is recommended the following positions be approved for posting for the 2014-2015 school year:

Supervisor of Special Education
School Psychologist
Teacher of the Handicapped
Elementary School Teacher
Teacher of Basic Skills (Highly Qualified- Mathematics)
World Language Teacher (Spanish)
Media Specialist

2. It is recommended that the following Standards-Based Report Card development (PreK-2) positions be posted and approved for the 2014-2015 Summer Program.

Teachers (4) @ \$36.75 x 2 hrs. per day x 10 days = \$2,940

3. It is recommended that the students participating in Big Brothers, Big Sisters be approved to attend their end of year party on June 12th from 12 pm to 2 pm at International Sports and Fun Center in Cherry Hill. Parent permission forms and adult chaperones will be obtained. Cost of bus: \$129.00 (other costs paid by BBBS)
4. It is recommended that Ms. Rukiah Alwan be approved to attend the following professional development

Date	Description	Cost
6/13/2014	Smart but Scattered, Executive Dysfunction in School	\$189.99 + \$17.95 Manual

Staff member will turnkey training during the middle school Professional Learning Community period.

5. It is recommended that bedside tutoring services be increased to 4 hours per day with an American Sign Language instructor for student #JAAAR at Bancroft @ Voorhees Pediatric Facility for the period 5/1/2014 to 8/14/2014 at a cost of \$62 per hour.
6. It is recommended that the following staff members be approved to attend Professional Development on June 3, 2014.

Description	Staff Member	Cost
Help Struggling Readers Using Powerful iPad Strategies and the Best Apps	Alexis Backus Kira Brown Brittany Coleman Kathryn Dobias Gina Williams	\$229 each

Management -
Items #1 – 6

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

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STUDENT ACTIVITIES

1. It is recommended the following field trips be approved for the 2013-2014 school year.

Grade	Destination	Cost	Transportation
PreK	Johnson's Corner Farm	\$20.00	Bus
NJHS/Student Council	Citizen's Bank Park	\$25.00	Bus
		Funding	
Winners of Play 60 Challenge	Nova Care Center	Philadelphia Eagles	Bus

Student Activities -
Item #1

Motion by Donica Venable, seconded by Dawn Wright-McLeod, that Student Activities Recommendation #1 be approved.
Motion carried; Roll Call Vote: 6 yes.

PERSONNEL

Dr. Johnson reported that the following staff members' contracts have been non-renewed for the 2014-2015 school year.

- Tisho Davis
- Gregg Gaither
- Diana Rossani
- Anthony Ware

Overturn Action
of Superintendent

Motion by Donica Venable, seconded by Ronald DeAbreu, that the action of the Superintendent to not offer employment to the listed staff members be overturned. Motion lost; Roll Call Vote: 6 no.

Dr. Johnson reported that the following staff member's contract has been non-renewed for the 2014-2015 school year.

- Gizelle Aydin

Upon receiving the Rice Notice, Ms. Aydin requested that any discussion on her employment status be held during the public session of the Board Meeting.

Overturn Action
of Superintendent

Motion by Donica Venable, seconded by Ronald DeAbreu, that the action of the Superintendent to not offer employment to the listed staff member be overturned.

Dr. Johnson was questioned regarding his decision to non-renew this staff member - the process that was utilized to reach the decision; when and what assistance was offered; what documentation in the personnel file validates the decision; what are the reasons.

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Dr. Johnson offered the following:

- Staff member was formally advised of inadequacies at the end of the 2013 school year
- Staff member does not accept suggestions from the administrative staff
- Staff member offered formal and informal mentoring; common planning periods for collaboration with peers; professional development opportunities available
- Staff member observations show both strengths and weaknesses; formal observation document can only address what occurred during the period being observed
- Staff member's personnel file does not contain every correspondence/email from Superintendent or other supervisors; everything is not placed in one's personnel file
- Staff member did not formally request the written reasons for non-renewal per the established procedures
- Staff member not meeting student achievement goals; poor state assessments results
- Staff member failed to comply and implement student 504 plan
- Staff member displays poor classroom management
- The decision for non-renewal was made by the administrative team; not one person

Before taking the vote, Mr. Tanksley reviewed the course of action. He stated that the Superintendent and other administrative staff work on a day-to-day basis with all employees; they are in the best position to evaluate performance. The Board's role is to assure that the process was fair and that the Superintendent's actions were not arbitrary, capricious, unreasonable or discriminatory. A "yes" vote overturns the decision; a "no" vote affirms the decision made by the Superintendent.

Motion lost; Roll Call Vote: 3 yes – Ronald DeAbreu, Amy Kearney, Amy Pierce; 2 no – Canute Gardiner, Dawn Wright-McLeod; 1 abstention – Donica Venable.

Correspondence

1. Letter from Ms. Felicia Coles re: Board action on personnel issue
2. Letter from Lawnside Scholarship Club re: invitation to Salute to Seniors Program

Both letters were read by the Board Secretary for the record.

There was no Old Business.

Committee Reports

Haddon Heights – Donica Venable

The Haddon Heights Budget Hearing was last night; the district will have a second question on the ballot.

Policy – Donica Venable

As discussed at the committee meeting in April, Jean Harkness of NJSBA has begun a Wellness Check of the district's Policy Manual. The policies presented last month require a second reading. Ms. Harkness has forwarded updates to policies for consideration for first reading; marked up and clean copies were emailed to the membership.

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Policies – Second Reading

Motion by Ronald DeAbreu, seconded by Dawn Wright-McLeod that the following policies be approved on second reading:

File Code: 2224	Non Discrimination/Affirmative Action
File Code: 4111	Recruitment, Selection, and Hiring
File Code: 4211.1/4211.1	Non Discrimination/Affirmative Action
File Code: 5141	Health
File Code: 5145.4	Equal Educational Opportunity
File Code: 6121	Non Discrimination/Affirmative Action
File Code: 6147.1	Evaluation of Individual Student Performance
File Code: 6145	Extracurricular Activities

Motion carried; Roll Call Vote: 6 yes.

Policies – First Reading

Motion by Donica Venable, seconded by Dawn Wright-McLeod, that the following policies be approved on first reading:

File Code: 1330	Use of School Facilities
File Code: 1410	Local Units
File Code: 2130	Principal Evaluation
File Code: 2130	Principal Evaluation, Regulation
File Code: 2131	CSA
File Code: 2224	Nondiscrimination, Affirmative Action
File Code: 3327	Relations with Vendors
File Code: 4112.6, 4212.6	Personnel Records
File Code: 4115	Supervision
File Code: 4116	Evaluation
File Code: 4121	Substitute Teachers
File Code: 4131	Staff Development Inservice Education, Visitation, Conferences
File Code: 4142, 4242	Payroll Authorization Checks and Deductions
File Code: 5131	5131 Conduct, Discipline
File Code: 5131.1	5131.1 Harassment, Intimidation and Bullying
File Code: 5141	5141 Health
File Code: 5141.4	5141.4 Child Abuse and Neglect
File Code: 5145.4	5145.4 Equal Educational Opportunity
REPEAL	
File Code: 5131.1	Harassment, Intimidation and Bullying Regulation

Motion carried; Roll Call Vote: 6 yes.

Agenda Amendment

Motion by Donica Venable, seconded by Dawn Wright-McLeod, that the agenda be amended to receive the report from the Outreach Committee. Motion carried; Roll Call Vote: 6 yes.

Outreach – Dawn Wright-McLeod

Back to School Bonanza

- Save the Date flyers have been distributed; actual letters to the vendors and supporters will be going out soon.
- Uncle Willie the Clown and Miss Willie have been reserved at a fee of \$250.
- Party Pack, the bouncy and popcorn machine have been reserved; proposal fee is \$325.
- Dr. Johnson has agreed to grill. Assistance from Mr. DeAbreu will be solicited

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- UPS and Comcast will be asked for donations or book bags. The goal is to have 200 book bags/backpacks available to give to students.
- Last year's participants – Car Club, Susquehanna & TD Banks, Hiram Lodge, 21st Century Program, ShopRite - will be invited again. Barbers will be asked to be on site to cut hair. Ray Bayard will be contacted regarding advertising.
- The Outreach Committee requests a budget of \$2,000.

Bonanza Budget

Motion by Donica Venable, seconded by Amy Kearney, that the requested budget of \$2,000 be approved for the 2014 Back to School Bonanza. Motion carried; Roll Call Vote: 6 yes.

Board Member Candidates

- The Outreach Committee will develop a flyer outlining the qualifications for candidacy; the flyer will be sent to local churches for posting; information will be broadcast over the district's "All Call" system; particulars will be posted on the district's website and students will take flyers home. Information will be available well before the petition filing date of July 28th.

New Business

R E S O L U T I O N #49-2014

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>
11-120-100-101-00-RG Salaries of Teachers – Grades 1 – 5	\$13,860	
11-130-100-101-00-RG Salaries of Teachers – Grades 6 – 8	35,000	
11-190-100-241-00-00 Other Retirement Contributions-PERS	1,785	
11-190-100-290-00-00 Other Employee Benefits	4,750	
11-213-100-101-00-SB Substitutes – Resource Room	2,186	
11-000-221-290-00-00 Other Employee Benefits	4,075	

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11-000-230-332-00-00 Audit Fees	925	
11-000-230-339-00-00 Other Purchased Prof. Services	3,000	
11-190-100-260-00-00 Workmen's Compensation		\$ 1,785
11-190-100-610-00-00 General Supplies		20,000
11-213-100-101-00-RG Salaries – Resource Room		2,186
11-000-230-610-00-00 Gen. Admin. Supplies & Materials		3,925
11-000-262-100-00-00 Salaries – Custodians		5,000
11-000-262-610-00-00 Custodial Supplies		5,000
11-000-263-420-00-00 Cleaning, Repair & Maintenance Services		27,000
11-000-263-610-00-00 General Supplies		<u>685</u>
	<u>\$65,581</u>	<u>\$65,581</u>

Resolution #49-2014
Line Item Transfers

Motion by Ronald DeAbreu, seconded by Donica Venable,
that Resolution #49-2014 be approved. Motion carried; Roll
Call Vote: 6 yes.

R E S O L U T I O N #50-2014

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 #50-2014 –
CNP – Larc School

Motion by Ronald DeAbreu, seconded by Donica Venable,
that Resolution #50-2014 be approved. Motion carried; Roll
Call Vote: 6 yes.

Bond Counsel Services

Motion by Dawn Wright-McLeod, seconded by Donica Venable,
that the Board Secretary be authorized to contact Parker McCay
to seek bond counsel services regarding the Susquehanna Note
that is due at the end of the fiscal year. Motion carried; Roll Call
Vote: 6 yes.

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Facilities Use -
4th of July Committee

Motion by Ronald DeAbreu, seconded by Dawn Wright-McLeod, that the Lawnside 4th of July Committee be permitted to use space in the building on 3rd Mondays from 6:45 to 8:30 pm for monthly business meetings. Motion carried; Roll Call Vote: 6 yes.

Facilities Use -
4th of July Committee

Motion by Dawn Wright-McLeod, seconded by Ronald DeAbreu, that the Lawnside 4th of July Committee be permitted to use the school grounds on Saturday, June 28, 2014 between the hours of 3:00 and 10:00 p.m. as the fireworks launch site for the Lawnside Heritage Day celebration. Motion carried; Roll Call Vote: 6 yes.

Facilities Use -
For Christ Ministries

Motion by Ronald DeAbreu, seconded by Donica Venable, that For Christ Ministries be permitted to use the all purpose room on July 26, 2014 between the hours of 5:00 and 10:00 pm for a Gospel Fest. Motion carried; Roll Call Vote: 6 yes.

Secretary/Treasurer Reports

The Secretary reports as of March 31, 2014:

Fund 10 Cash in Bank	\$1,129,367.01
Fund 20 Cash in Bank	60,249.17
Fund 30 Cash in Bank	-40,294.79
Fund 40 Cash in Bank	<u>92.03</u>
Total Cash in Bank	\$1,149,413.42

The Treasurer reports as of March 31, 2014:

Fund 10 Ending Cash Balance	\$1,129,367.01
Fund 20 Ending Cash Balance	60,249.17
Fund 30 Ending Cash Balance	-40,294.79
Fund 40 Ending Cash Balance	<u>92.03</u>
Total Ending Cash Balance	\$1,149,413.42

Receipt

Motion by Donica Venable, seconded by Dawn Wright-McLeod, that the Secretary and Treasurer Reports for the period ending March 31, 2014 be received. Motion carried; Roll Call Vote: 6 yes.

RESOLUTION #51-2014

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Lawnside Board of Education certifies that as of March 31, 2014 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.


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Resolution #51-2014 –
Board Certification

Motion by Ronald DeAbreu, seconded by Amy Kearney,
that Resolution #51-2014 be approved. Motion carried; Roll Call
Vote: 6 yes.

R E S O L U T I O N #52-2014

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of March 31, 2014, 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 #52-2014 –
BA Certification

Motion by Dawn Wright-McLeod, seconded by Ronald DeAbreu,
that Resolution #52-2014 be approved. Motion carried; Roll Call
Vote: 6 yes.

Payment of Bills

Motion by Amy Pierce, seconded by Ronald DeAbreu,
that the bills totaling \$422,122.67 for the General Fund and
\$13,739.14 for the Food Service Fund be approved for payment
pending availability of funds. Motion carried; Roll Call Vote: 6
yes.

There were no Public Comments.

Executive Session
8:09 p.m.

Motion by Dawn Wright-McLeod, seconded by Donica Venable,
that the Board recess into Executive Session to discuss matters
relating to personnel. Motion carried; Roll Call Vote: 6 yes.

Reconvene
8:35 p.m.

Motion by Donica Venable, seconded by Ronald DeAbreu,
that the meeting be reopened to the public. Motion carried; Roll
Call Vote: 6 yes.

The meeting was called to order at 8:35 p.m. with the following members answering present to the roll call:

Ronald DeAbreu	Amy Pierce
Canute Gardiner	Donica Venable
Amy Kearney	Dawn Wright-McLeod
6 present, 3 absent	

Absent: Mark Bryant, Sabrina Forrest, Dalaine Wilson

Adjournment
8:36 p.m.

Motion by Amy Kearney, seconded by Ronald DeAbreu,
that the meeting be adjourned. Motion carried by Unanimous
Voice Vote.