

Lawnside Board of Education Meeting Minutes

October 24, 2024  
**CALL TO ORDER**

The Regular Meeting of the Lawnside Board of Education was called to order at 7:05 p.m. in-person by the Board President, Ms. Forrest. After repeating the Pledge of Allegiance and after observing a moment of silence, the following members answered present to the roll call.

Forrest -Y	Hayes - Y ( arrived at 7:15 pm)	Arterbridge N	Catlett Y
Cauthorne - Y	Harper - Y	Kittles Y	Still - Y

Present- 7  
 Absent - 1  
 Vacant - 1

Also present were Dr. Ronn Johnson, Superintendent; Karen Willis, SBA; Mark Gordon, ABA; and Darryl Rhone, Board Solicitor.

**OPENING STATEMENT**

Public notice of this meeting pursuant to the Open Public Meetings Act Chapter 231 PL 1975 has been given by the Board Secretary in the following manner:

- a Posting written notice on the official school bulletin board at the Lawnside Public School and District website
- b Sending notice to the Courier Post and the Retrospect newspapers
- c Position on the district website

**APPROVAL OF BOARD MINUTES**

Regular Meeting - September 12, 2024  
 Public Meeting - September 26, 2024

Motion: Ms. Still  
 Second: Ms. Cauthorne

Forrest -Y	Hayes -	Arterbridge - Absent	Catlett Y
Cauthorne - Y	Harper - Y	Kittles Y	Still - Y

Vote: 6  
 Motion Carried

LAWNSIDE SCHOOL DISTRICT  
BOARD OF EDUCATION  
426 CHARLESTON AVENUE  
LAWNSIDE, NEW JERSEY 08045

***“Changing The Future”***

To: Lawnside Board of Education

From: Dr. Ronn H. Johnson, Superintendent

Re: Superintendent’s Report (Recommendations)

Date: October 10, 2024

**Mission Statement**

*The mission of the Lawnside School District is to educate our students, through mastery of the New Jersey Student Learning Standards (NJSLs), to become independent thinkers and problem solvers so they will be empowered to meet the challenges of and achieve success in tomorrow’s emerging world community.*

*The educational community will provide a safe, nurturing environment in which individual and civic responsibility is fostered and diversity is respected.*

***District Goals:***

*The following District Goals were established in collaboration with the Lawnside Board of Education members at the Board Retreat on Wednesday, July 31, 2024.*

**Goal #1: English Language Arts**

*By June 2025, 25% of students will show proficiency of grade level standards by achieving a score of "Meets Expectations" as measured by the Linkit Benchmark assessment.*

**Goal #2: Social Emotional Learning**

*90% of the staff will utilize the PBSIS goal of a 3:1 ratio of positive student staff interaction for every one corrective action as documented through Class DoJo and teacher observations/walkthroughs.*

**Goal #3: Math**

*By June 2025, 11.4% of students will show proficiency of grade level*

*standards by achieving a score of "Meets Expectations" as measured by the Linkit Benchmark assessment.*

**Goal #4: Writing**

*50 % of students will achieve a proficient score, "3" for grades 3-8 and a "2" for grades K-2, as measured by a common rubric by the end of the 2024-2025 school year.*

**Informational Items:**

Spanish classes are being provided by Elevate K-12 an online platform for Grades 3-8

There were 1,079 messages shared on ClassDojo in September. This includes school stories, class postings, and direct communication with parents

Annual School Plan Kick-off Meeting (9/24/2024)

**Presentation:**

NJSLA Presentation- Ms. Miller, Director of Curriculum & Instruction

**Student Enrollment- 345**

**ADA-326**

**Harassment, Intimidation, and Bullying: 0**

**Suspensions for August~ 0**

*The Superintendent is not in receipt of any parental request for a Board Hearing at this time.*

**School Safety Drills:**

**Fire Drill- 9/10/24 @ 2 PM**

**Safety Drill- 9/13/24 Active Shooter (Shelter in Place w/out Instruction)\***

**PERSONNEL** - It is recommended by the Superintendent items 1-8 be approved as written.

1. It is recommended that Staff # 136's 2024-2025 salary be adjusted to \$82,939 after achieving the BA+20 step in the contractual agreement between the Lawnside Board of Education and Lawnside Education Association.
2. It is recommended that Staff # 315's Letter of Resignation as the School Business Administrator be approved effective September 20, 2024.
3. It is recommended that Staff # 342's Letter of Resignation as a Facilities Manager be approved effective October 4, 2024.

4. It is recommended that Staff # 360's Letter of Resignation as a Building Based Substitute be approved effective September 25, 2024. *(Received a full-time position)*
5. It is recommended that Staff # 391 be approved as a Building-Based Substitute Teacher for the 2024-2025 school year at a per diem rate of \$150. *(Pending Criminal History Review)*
6. It is recommended that Staff ID # 383 be approved as a substitute teacher for the "Changing the Future" after school program at an hourly rate of \$44.82 during the 2024-2025 school year. *(Paid through Title I funds)*
7. It is recommended that Staff ID # 392 be approved as a Cafeteria Aide for the 2024-2025 school year at an hourly rate of \$15.13. *(Pending documentation submission)*
8. It is recommended that D'Andre Miller be approved to be a volunteer Boys Basketball Coach for the 2024/2025 school year. *(Pending Criminal History Review)*

**MANAGEMENT-** It is recommended by the Superintendent items 1- 12 be approved as written.

1. It is recommended that the following positions be approved for posting for the 2024-2025 school year:

Interim or Shared Service Business Administrator

Facilities Manager

2. It is recommended that the Biannual Statement of Assurance Regarding the Use of Paraprofessional Staff for the 2024-2025 be approved for submission to the Camden County Office of Education.
3. It is recommended that the Tuition Agreement between the Lawnside School District and Haddon Heights be approved for the 2024-2025 school year.
4. It is recommended that the agreement between Big Brothers Big Sisters and the Lawnside School District for implementation of the "Beyond School Walls" program for the 2024-2025 school year be approved.
5. It is recommended that the agreement between the Lawnside School District and Camden County College (Gateway to College Program) be approved for the 2024-2025 school year.

6. It is recommended that students from Rowan University be approved to conduct their Clinical Field Experience within the Lawnside Public School between October 3, 2024-December 5, 2024. *(All students have criminal history clearance)*
7. It is recommended that Student # 4986873647 be approved to attend Brookfield Academy for the 2024/2025 school year at the DOE approved tuition rate of \$71,476.
8. It is recommended that Student # 8506354138 be approved to attend Mary Dobbins School for the 2024/2025 school year at the DOE approved tuition rate of \$77,231.70
9. It is recommended that Student # 7340294793 be approved to attend Haddon Heights School Transitional Program for the 2024/2024 school year at the DOE approved tuition rate of \$10,500.
10. It is recommended that Student # 9060641539 be approved to attend Haddon Heights School Transitional Program for the 2024/2025 school year at the DOE approved tuition rate of \$10,500.
11. It is recommended that Student # 1096544803 be approved to attend Haddon Heights School Transitional Program for the 2024/2025 school year at the DOE approved tuition rate of \$10,500.
12. It is recommended that the following Professional Development Opportunities be approved for the 2024-2025 school year.

<b>Staff ID #</b>	<b>Workshop/Training</b>	<b>Date</b>	<b>Cost</b>
332 199	Civically Engaged Districts Project Rutger's University, Livingston Campus	10/24/24 2/6/25 4/30/25	Free
285	Providing Leadership for Using AI Tools to Increase Learning and Productivity	12/13/24	#395

### **FIELD TRIPS**

It is recommended that the following field trips be approved for the 2024-2025 school year:

<b>Grade/ Club</b>	<b>Location</b>	<b>Date</b>	<b>Cost</b>
5th	Constitution Center Philadelphia,PA	5/22/25	\$11 + transportatio n
Girls Basketbal l	Delaware State University Women's Basketball Education Game	12/5/24	Free Fundraising

**Presentation by Mr. Brent Hoover - LEA President**

Request that the Lawnside BOE consider approving a Sick Bank for staff members that have a medical emergency. Mr. Hoover requested that the Board consider a Sidebar Agreement to the current agreement until the end of the term of the agreement or amend the current policy.

Question by Mr. Harper- How would you determine who would be eligible for the need of the sick bank? Mr. Harper is concerned about violating the employee's HIPPA rights and how time will be provided to those and from whom time will be allocated from.

Mr. Rhone - Board Solicitor - advised that School District wouldn't be subject to any HIPPA violation and the individuals that would serve on the Committee would have to sign a confidentiality agreement. Mr. Rhone will consult with the Personnel & Finance Committee to propose a policy and statement.

Mr. Hoover advised that a committee would be formed and review the request being provided by the staff member to utilize the sick time needed.

The Board agreed to vote on the Sick Bank policy on a temporary basis (90 days), which would allow the Personnel and Finance Committee to review and present to the Board the actual policy for the District, a resolution will be provided for the members to vote under New Business.

**Presentation by Ms. Miller - Director of Curriculum - 2023-24 New Jersey Assessment Results**

Ms. Miller provided a handout to the Board Member to review the status of all grades levels that participated in the State testing, overall although there were some growth developments in each content area ( ELA, Math & Science), the District will continue to push forward with further development of improvement.

Ms. Miller thanked the staff members along with the Lawnside Community for all of their time and effort to help with this slight achievement.

**Presentation by Dr. Ronn Johnson** - Dr. Johnson congratulated Ms. Miller was accepted into Wilmington University for her Doctoral Degree and is looking forward to the day in which the District will be calling her Dr. Miller.

**Questions by Board Members:**

Mr. Harper: How was it determined that the District would need a Shared Service or Interim Business Administrator instead of a full-time administrator for this position?

Dr. Johnson: Advised that because we are currently in mid-year of school term, he believes it will be difficult to find a full-time SBA to fill the position, that the District would have a better chance in finding a retired SBA to either come in as interim or shared with another District.

Mr. Harper - Why does the Board have to approve transportation for students who are currently attending Haddon Heights , items # 9,10 and 11 under the Superintendent's Report.

Dr. Johnson - explained these are for Lawnside students who are need of credit recovery in order to graduate from H.S,

Mr. Harper - request that items # 9, 10 & 11 be reworded in order for the Board members would better understand the request.

Ms. Hayes - would like to know who made the decision to post the position of SBA on an interim or shared services? In other words, why wasn't the position not brought up to the Personnel & Finance Committee?

Dr. Johnson - advised because our previous meeting was canceled and technically tonight would have been our committee meeting night, the meeting was changed to a regular meeting night and that is why the request wasn't brought to the attention of the Personnel & Finance Committee.

***Please contact Dr. Johnson at 856-546-4850 ext. 2200 or  
ronnjohnson@lawnside.k12.nj.us if you have any questions prior to the board  
meeting on Thursday.***

Forrest -Y	Hayes - Y	Arterbridge - Absent	Catlett Y
Cauthorne - Y	Harper - Y	Kittles Y	Still - Y

Motion: Ms. Kittles

Second: Ms. Still

Vote - 7- Yes

Motion carried

**CORRESPONDENCE** - Letter and Presentation from the Lawnside Education Foundation - President Mr. Christopher Raines.

Mr. Raines explained the overall function of the Foundation and its establishment. The LEF was founded in 2009 and for the past 15 years, their main objective has been raising funds for the School District. In the past they have raised funds with an annual dinner dance, however this year they had an annual golf outing. The proceeds from this event have accumulated to \$10,000.00 in which the LEF would like to donate to the school district.

A motion was made by Mr. Harper to accept the check in the amount of \$10,000.00 and Ms. Kittles second the motion.

Forrest -Y	Hayes - Y	Arterbridge - Absent	Catlett Y
Cauthorne - Y	Harper - Y	Kittles Y	Still - Y

Motion: Ms. Kittles  
Second: Ms. Still

Vote - 7- Yes

Motion carried

**OLD BUSINESS** - None.

**PUBLIC COMMENTS:** -

Lavina Taylor of Lawnside, NJ. October is the month in which we celebrate Principals and at this time Ms. Taylor would like to thank Dr. Johnson for his principalship and also to wish him a Happy Birthday!!

Councilwoman Rhonda Wardlow-Hurley - wanted to thank the Executive Staff members at Lawnside SD in the absent of Dr. Johnson for doing a commendable job. She also wanted to inform that there will a Movie night at the Community Center on Friday night, the movie is Fee.

Camden County Community College is partnering with the Borough for food goods, currently the stock at the college is running low, if anyone would like to donate please contact Lawnside Borough.

### **COMMITTEE REPORTS**

**CURRICULUM COMMITTEE** - *Chairperson:* Ms. Hayes: None



**HADDON HEIGHTS REP- Chairperson:** MS. Hayes: HH met on September 10th and October 17, 2024. The SD presented their Strategic Plans for AP classes.

**OUTREACH COMMITTEE - Chairperson:** Ms. Cauthorne. - None

**POLICY COMMITTEE- Chairperson:** Ms. Still - Request for a 3rd read on the following policies:

- (a) 3542 - School Meal Program Arrears
- (b) 3571 - Audit
- (c) 5113- Attendance, Absence and Excuses
- (d) 6114 - Emergencies and Disaster Preparedness
- (e) 5141.8 - Sports Related Concussion and Head Injury

Ms. Still also request for a 1st read of the following policies:

- (a) Curriculum Adoption - File Code: 6140

Motion: Ms. Still

Second: Ms. Kittles

Forrest -Y	Hayes - Yes, except a,b, &c under the 3rd read	Arterbridge - Absent	Catlett Y
Cauthorne - Y	Harper - Yes, except a,b, &c under the 3rd read	Kittles Y	Still - Y

Vote: Yes

Motioned Carried

**PERSONNEL & FINANCE COMMITTEE - Chairperson:** Ms. Catlett - None

**Camden County Ed Service Comm Rep - Chairperson:** Mr. Harper: - The Commission took 22 members of the Board on a Field Trip to Experience Center, so that the members can see for themselves the services the Center provides to other schools regarding different types of learning spaces pertaining to STEM.

**DIP - Chairperson:** Ms. Still - Committee has not met, no report.

**NEW BUSINESS:**

**Approval of Resolution from the Business Office - # 149-157**

1. Resolution #149- LineItem Transfers - August 2024
2. Resolution #150- New Contract Rates: Cintas
3. Resolution#151 - 2024-2025 Health and Safety Checklist
4. Resolution #152 - SOP Manual 2024
5. Resolution #153 - Biannual SOA Para Professionals
6. Resolution #154 - Line Item Transfers - September 2024
- 7 Resolution #155 - Accept & Approve Extraordinary Aid
8. Resolution # 156 - Approval of the Superintendent's Contract
9. Resolution # 157 - Approval of a Temporary Sick Bank

Motion: Ms. Catlett

Second: Ms. Still

Forrest -Y	Hayes - Y- except #7 &8 and 9	Arterbridge - Absent	Catlett Y
Cauthorne - Y	Harper - Y- except #7 &8 and 9	Kittles Y	Still - Y

Motion Carried

**XII - APPROVAL OF THE TREASURER & BOARD SECRETARY'S REPORT -**

**August 2024**

**September 2024**

Motion: Ms. Kittles

Second: Ms. Hayes

Forrest -Y	Hayes - Y	Arterbridge - Absent	Catlett Y
Cauthorne - Y	Harper - Y	Kittles Y	Still - Y

Motion Carried.

**APPROVAL OF PAYMENT OF THE BILLIS**

Amount: \$502,795.98 - Dated: 9/12/2024 - Ratification

Amount: \$364,804.09 - Dated: 10/14/2024

Amount: \$ 36,745.78 - Dated : 10/14/2024

Amount: \$1,972.02 - Dated: 10/14/2024

Amount : \$1685.00 - Dated 10/15/2024

Amount : \$82,793.93 - Dated: 10/15/2024

Motion: Ms. Catlett

Second: Mr. Harper

Vote: Yes

Forrest -Y	Hayes - Y	Arterbridge - Absent	Catlett Y
Cauthorne - Y	Harper - Y	Kittles Y	Still - Y

Motion Carried.

**EXECUTIVE SESSION**

**Executive Session: Time In: 8:28 pm ( Personnel and Legal Matters)**

Motion: Ms. Catlett

Second: Ms. Still

Forrest -Y	Hayes - Abstain	Arterbridge - Absent	Catlett Y
Cauthorne -Y	Harper - Y	Kittles Y	Still - Y

Vote - Yes

Motion Carried

**Executive Session: Time Out: 8:35 pm**

Motion: Ms. Kittles

Second: Ms. Catlett

Forrest -Y	Hayes - Abstain	Arterbridge - Absent	Catlett Y
Cauthorne - Y	Harper - Abstain	Kittles Y	Still - Y

Vote - Yes

Motion Carried

**Superintendent Recommendation:**

**Dr. Johnson request a motion to terminate Staff Member #164 for Show Cause**

Motion: Ms. Kittles

Second: Ms. Catlett

Forrest -Y	Hayes - Abstain	Arterbridge - Absent	Catlett Y
Cauthorne - Y	Harper - Abstain	Kittles Y	Still - Y

Vote - Ys

Motion Carried

**Board Comments:**

**Ms. Darlene Still** - advise the Board Members that Ms. Theresa ( Terry) Lewis will be retiring at the end of the year.

**Mr. Harper** - wanted to know why wasn't the question addressed at the last board meeting as to why the meeting was being held? If the question had been addressed then there would have been less confusion of those who did attended and less hostility in the room. The reason why the meeting was being held is because the Board is required by law to hold a public meeting to address the extension/ renewal of the Superintendent's Contract.

**Ms. Hayes** - There seemed to be a false narrative that the Board was going to vote against the Superintendent's Contract when it was clear that the majority of the members were going to vote for his contract so why was there so much negativity in the room? The only reason she voted against Dr. Johnson's contract is due to the lack of instructions of the process. All except two of the current members of the board knew the actual process as to what was needed or how to go about preparing for the Superintendent's contract. When I sent out an email with the items listed from the County's website as to the process I was ignored.

**Mr. Rhone ( Board Solicitor )** - advised that the public had the right to speak on behalf of Dr. Johnson and he informed the board exactly what needed to take place for voting on the Superintendent's Contract.

Motion for adjournment: 9:25 pm

Motion - Ms. Kittles

Second by Ms. Catlett

Vote - Yes

Motion Carried

Forrest -Y	Hayes - Y	Arterbridge - Absent	Catlett Y
Cauthorne - Y	Harper - Y	Kittles Y	Still - Y

I, Karen Willis, Business Administrator/Board Secretary of the Board of Education of the Borough of Lawnside in the County of Camden, New Jersey Hereby Certify that the foregoing extract from the minutes of a meeting of the Board of Education duly called and held on October 24, 2024 has been compared by me with the original minutes as officially recorded in the Minute Book of the Board of Education and is true complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matters referred to in the extract

Respectfully submitted

*Karen Willis*

Karen Willis  
Business Administration/ Board Secretary