

**MAGNOLIA BOARD OF EDUCATION
420 NORTH WARWICK ROAD
MAGNOLIA, NJ 08049**

Regular Board of Education Meeting
Tuesday, May 6, 2025– 6:30 P.M.
Magnolia Elementary School

Audience members attending Board of Education Meetings are permitted to voice their opinions on school related topics at specified times during the regular meeting. These times are included in the printed agenda for the meeting.

I. PLEDGE ALLEGIANCE TO THE FLAG

I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one Nation under God, indivisible with liberty and justice for all.

II. CALL TO ORDER

The New Jersey Open Public Meetings Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Magnolia Board of Education has caused notice of this meeting to be published by having the date, time, and place thereof posted in the Courier Post, and at the entrance of Magnolia School, and the Magnolia Borough Hall.

Time: _____

III. ROLL CALL

Rebecca Ammen	_____	Jennifer Jackson	_____	Alyssa Vazquez-Colon	_____
Nick D’Amico	_____	Dale Martin	_____		
Mark Godfrey	_____	Karen Sorbello	_____		

Others Present:

IV. MISSION STATEMENT

The mission of the Magnolia School District is to develop well-rounded, engaged, and confident learners who are proud, respectful, and contributing members of their school and community.

V. Public Budget Hearing

Motion to open the budget public hearing for the 2025-2026 budget.

Motion by: _____ Seconded by: _____ Approved: _____

Presentation of the Budget and Public Comment on the Budget

Motion to close the budget public hearing for the 2025-2026 budget.

Motion by: _____ Seconded by: _____ Approved: _____

VI. MINUTES

It is recommended that the Board of Education approve the following:

- Minutes of the Regular Session and Executive Session Board of Education meeting held on April 15, 2025

Motion by: _____ *Seconded by:* _____ *Approved:* _____

VII. AUDIENCE PARTICIPATION I – AGENDA ITEMS ONLY

It is recommended that the Board of Education approve to open the meeting to the public regarding agenda items only.

Motion by: _____ *Seconded by:* _____ *Approved:* _____

Members of the public are encouraged to speak during the public portion of the meeting. Concerns stated, or actions requested by the public, will be taken under advisement by the Board for investigation, discussion, and action or disposition at a later time/date. However, if your questions or comments pertain to litigation, student or personnel items, or negotiations, we would ask that you see the superintendent after the meeting, since we do not discuss these items in public.

Pursuant to NJSA 10:4-12(b), the Open Public Meetings Act, the Board shall not discuss personnel matters and shall not respond to comments made by members of the public.

Employees of the Magnolia School District retain all rights regarding defamation and slander according to the laws of New Jersey. The Board shall not entertain such comments. Nor shall the Board be held liable for comments made by member of the public. Further, the Board asks that citizens who choose to speak at a public board meeting be reminded that comments should always be respectful, non-defamatory and should maintain the level of decorum appropriate for a meeting of a public body.

When addressing the Board, please respect the following procedure:

1. Be recognized by the Board President.
2. State your full name and address before commenting.
3. Identify the resolution on which you will comment.
4. Wait to be recognized before making your comment(s).
5. Limit your comment(s) to the specific resolution.
6. Per Policy #0167, each statement made by a participant shall be limited to five minute’s duration.

It is recommended that the Board of Education approve to close the Audience Participation I portion of the meeting.

Motion by: _____ *Seconded by:* _____ *Approved:* _____

VIII. BOARD OF EDUCATION BUSINESS

A. Unfinished Business

B. New Business

C. State and Local School Board Association

IX. SUPERINTENDENT'S REPORT

X. BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORT

Informational Items:

Board Actions:

Motion to approve items A through D

A Monthly Reports

The Budget Summary and Revenue Summary for the month of March 2025. **(Attachment A1 & A2)**

B Transfer of Funds

The attached transfer list, with the recommendation of the Superintendent, for the month of March 2025. **(Attachment B1)**

C Financial Reports

1. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of March 2025. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A – 16.10 (c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. **(Attachment C1)**
2. Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of March 2025. The Treasurer's Report and Secretary's report are in agreement for the month of March 2025. **(Attachment C2)**
3. Board Secretary in accordance with N.J.A.C. 6A:23A – 16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.
4. Board of Education Certification – pursuant to N.J.A.C. 6A:23A – 16.10 (c) 4 We certify that after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major accounts or fund has been over expended in violation of N.J.A.C. 6A:23A – 16.10 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

D Warrants

The attached bill lists:

- Warrants **(Attachment D1)**
- Payroll **(Attachment D2)**

Motion by: _____ Secoded by: _____ Approved: _____

Motion to approve items E through L

E Prescription Insurance

The Board of Education hereby resolves, effective July 1, 2025, to make the following changes to its group prescription drug insurance carrier:

1. Terminate its group prescription drug insurance policy with Benecard Services, LLC (Heartland Fidelity Insurance Co.), group number 1322.
2. Select AmeriHealth Insurance Co. of NJ as its group prescription drug insurance carrier at the rates, benefits, terms, and conditions represented in the report from Brown & Brown Insurance.
3. Designate Brown & Brown Insurance as broker-of-record for our new AmeriHealth group prescription drug insurance program.
4. All appropriate Board of Education staff are authorized to take such action and affect such documentation as necessary to implement this change.

F Non Fair and Open – Home Depot

To award a non fair and open contract to Home Depot/HD Supply, Inc. in an amount to exceed \$17,500.00 for various custodial/maintenance materials for the 2025-2026 school year.

G Non Fair and Open – Home Depot

To award a non fair and open contract to Home Depot/HD Supply, Inc. in an amount to exceed \$17,500.00 for various custodial/maintenance materials for the 2024-2025 school year.

H Non Fair and Open – Amazon

To award a non fair and open contract to Amazon in an amount to exceed \$17,500.00 for various office & classroom supplies for the 2025-2026 school year.

I Non Fair and Open – Quill

To award a non fair and open contract to Quill in an amount to exceed \$17,500.00 for various office & classroom supplies for the 2025-2026 school year.

J Shared Service Agreement – Sterling BOE – ELL Teacher

To approve the attached shared service agreement with Sterling Board of Education for a shared ELL Teacher in the amount of \$24,556.20 for the 2025-2026 school year. **(Attachment J1)**

K Archway - Just Kids

To approve the attached contract with Archway Programs to run Just Kids for the 2025-2026 school year **(Attachment H1)**.

L Extraordinary Aid Application

To approve submission of the extraordinary aid application for the 2024-2025 school year.

Motion by: _____ Seconded by: _____ Approved: _____

Motion to approve items M through P

M 2025-2026 Budget Adoption

It is recommended that the Magnolia Board of Education, on the recommendation of the Superintendent, the approval and adoption of the Budget for FY 2025-2026:

WHEREAS, the Magnolia Board of Education adopted a tentative budget on March 18, 2025, and submitted it to the Executive County Superintendent of Schools for approval, and

WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools on April 11, 2025, and

WHEREAS, the tentative budget was advertised in the legal section of the Retrospect newspaper on April 25, 2025, and

WHEREAS, the final budget was presented to the public during a hearing held in the library of the Magnolia School located at 420 N. Warwick Road, Magnolia, NJ 08049, on May 6, 2025.

	Budget	Local Tax Levy
General Fund	\$11,224,461.00	\$5,003,323.00
Special Revenue Fund	\$1,216,081.00	-
Debt Service Fund	\$257,025.00	\$203,740.00
Total Base Budget	\$12,697,567.00	\$5,207,063.00

BE IT RESOLVED that the Magnolia Board of Education includes in the proposed budget the adjustment for banked cap in accordance with NJAC 6A:23A-10.1(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$154,663.00 for the purpose of additional PEA local contribution and increase in staff salaries to continue to meet Educational Standards. The district intends to complete said purposes by June 2026.

BE IT RESOLVED that included in the general fund appropriations, budget line 620 is a withdrawal from Capital Reserve – Other Capital Projects in the amount of \$500,000.00 for other capital project costs of building renovations and repairs including but not limited to, exterior renovations and interior renovations including but not limited to, flooring, plumbing, HVAC, and asphalt repairs. The total cost of this project is \$500,000.00 which represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards.

N Travel and Related Expense Reimbursement 2025-2026

WHEREAS, the Magnolia Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.3 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, the Magnolia Board of Education established \$30,000.00 as the maximum travel amount for the current school year and has expended \$6,465.64 as of this date; now

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$30,000.00 for the 2025-2026 school year.

O Legal Resolution

WHEREAS, the Magnolia Board of Education legal expenses exceed 130% of the state average per pupil costs (\$66 per pupil) and;

WHEREAS, N.J.A.C. 6A:23A-5.2 requires districts that exceed 130% of state average per pupil costs to implement procedures to reduce legal expenses;

THEREFORE BE IT RESOLVED, that the Magnolia Board of Education acknowledges the following procedures to be implemented by the Magnolia Administration;

- Employees authorized to contact legal counsel are the Superintendent, Business Administrator/Board Secretary, and Confidential Secretary, unless deemed necessary by the Superintendent.
- Administration will refer to board policy and administrative regulations before contacting legal counsel.
- Requests will be approved by the Superintendent before contacting legal counsel.
- Legal invoices will be reviewed by authorized employees before payment is rendered.

P Tax Payment Schedule

It is recommended that the Magnolia Board of Education approve the following monthly schedule of Borough tax payments to the magnolia Board of Education:

July 2025	\$433,922.00	January 2026	\$433,922.00
August 2025	\$433,922.00	February 2026	\$433,922.00
September 2025	\$433,922.00	March 2026	\$433,922.00
October 2025	\$433,922.00	April 2026	\$433,922.00
November 2025	\$433,922.00	May 2026	\$433,922.00
December 2025	\$433,922.00	June 2026	\$433,921.00

Total 2025-2026 tax levy: \$5,207,063.00

XI. AUDIENCE PARTICIPATION II – PUBLIC COMMENT

It is recommended that the Board of Education approve to open the meeting to the public regarding other items of interest.

Motion by: _____ *Seconded by:* _____ *Approved:* _____

It is recommended that the Board of Education approve to close the Audience Participation II portion of the meeting.

Motion by: _____ *Seconded by:* _____ *Approved:* _____

XII. RECESS INTO CLOSED SESSION (IF NECESSARY)

Time: _____

WHEREAS, N.J.S.A. 10:4-12 allows for a Public Body to go into closed session during a Public Meeting, and

WHEREAS, the Board of Education of the Magnolia Borough School District has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and

WHEREAS, the regular meeting of this Board of Education will reconvene at the conclusion of closed session, at approximately _____ p.m. this evening.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Magnolia Borough School District will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

_____ Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public (Provision relied upon: _____);

_____ Any matter in which the release of information would impair a right to receive funds from the federal government;

_____ Any matter the disclosure of which constitutes an unwarranted invasion of individual privacy;

_____ Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body (Specify contract: _____);

_____ Any matter involving the purpose, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed;

_____ Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection;

_____ Any investigations of violations or possible violations of the law;

_____ Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer (If pending or anticipated litigation, the matter is: _____)

(If contract negotiation the nature of the contract and interested party is _____)

Under certain circumstances, if public disclosure of the matter would have a potentially negative impact on the District's position in the litigation or negotiation, this information may be withheld until such time that the matter is concluded or the circumstances no longer present a potential impact);

_____ Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting (Subject to the balancing of the public's interest and the employee's privacy rights under *South Jersey Publishing*, 124 N.J. 478, the employee(s) and nature of discussion is _____)

_____);

_____ Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility;

BE IT FURTHER RESOLVED that the Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Board Attorney advises the Board of Education that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the School District or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the Board of Education, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the Board Secretary to take the appropriate action to effectuate the terms of this resolution.

I, _____, Board Secretary do hereby certify the above to be a true and correct copy of a resolution adopted by the Magnolia Borough Board of Education at their meeting held on _____.

Board Secretary

Indicate whether action will or will not be taken after executive session.

Motion by: _____ *Seconded by:* _____ *Approved:* _____

XIII. RESUMPTION OF PUBLIC PORTION OF THE MEETING

Time: _____

Motion by: _____ *Seconded by:* _____ *Approved:* _____

XIV. ADJOURNMENT

Time: _____

Motion by: _____ *Seconded by:* _____ *Approved:* _____