PLEASE TURN OFF OR SILENCE YOUR CELL PHONES

MAGNOLIA BOARD OF EDUCATION
420 NORTH WARWICK ROAD
MAGNOLIA, NJ 08049
Regular Board of Education Meeting
Thursday, June 12, 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. MINUTES

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

- Minutes of the Regular Session Board of Education meeting held on May 6, 2025

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

VI. 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:*_____

VII. BOARD OF EDUCATION BUSINESS

A. Unfinished Business

B. New Business

C. State and Local School Board Association

VIII. SUPERINTENDENT'S REPORT

IX. BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORT

Informational Items:

Board Actions:

Motion to approve items A through E

A Monthly Reports
The Budget Summary and Revenue Summary for the month of April & May 2025. **(Attachment A1 & A2)**

B Transfer of Funds
The attached transfer list, with the recommendation of the Superintendent, for the month of April & May 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 April & May 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 April & May 2025. The Treasurer's Report and Secretary's report are in agreement for the month of April & May 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)**

E Warrants – Approval to Pay
Approval to pay bills prior to the August board meeting due to the time length between meetings being greater than one month.

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

Motion to approve items F through X

F Professional Services
It is recommended that the Board of Education approve the following Resolution authorizing the appointment of Board Solicitor, School Auditor, Architect of Record, Brokers of Record,

Custodian of School Funds, Physical Therapy Provider, Occupational Therapy Provider, and Substitute Staffing Services.

RESOLUTION

WHEREAS, the local Public Contracts Law (NJSA 40A:11.1 et seq. and 18A:18A-5) requires that the Resolution authorizing the award of contracts for "Professional Services" without competitive bids must be publicly advertised;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Magnolia in the County of Camden, New Jersey, is hereby appointing the following persons to serve in the designated positions for the 2025-2026 school year:

Parker McCay	Solicitor	$185.00/hour
Bowman and Company, LLP	School Auditor	$51,500.00
Garrison Architects	Architect of Record	$35.00-150.00/hour
Burlington County Joint Insurance Fund	Liability/Workers Comp Insurance	Per Insurance Requirements
Hardenbergh Insurance Group	Insurance Broker of Record	Per Insurance Requirements
Brown & Brown Benefit Advisors	Health Insurance Broker of Record	Per Insurance Requirements
Robin Sarlo	Custodian of School Funds	$3,350.00
Partners In Pediatrics	Occupational Therapy	$82.00/hour
Virtua PT and Rehab	Physical Therapy	$82.00/hour

A copy of this Resolution shall be published in the official newspaper of the Board of Education as required by law within ten (10) days of its passage.

G Audit Peer Review

To recognize the Peer Review Report conducted on Bowman & Company and that Bowman & Company is in compliance for the 2025-2026 school year for completion of the 2024-2025 audit.

H Health Care Providers

To approve the following health care providers for the 2025-2026 school year:

Amerihealth, Horizon, National Vision Administrators

I Board Secretary

It is recommended that the Board of Education approve Greg Gontowski to serve as the Board Secretary for the 2025-2026 school year.

J Business Administrator

It is recommended that the Board of Education approve Greg Gontowski to serve as the Business Administrator for the 2025-2026 school year.

K Official Newspaper

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

- ✓ Courier Post
- ✓ The Retrospect

L Website

It is recommended that the Board of Education approve to designate the Magnolia School website www.magnoliaschools.org as an official site for advertising for the Magnolia Board of Education.

M 403B Providers

It is recommended that the Board of Education approve the following 403B providers:

- ✓ Security Benefit Group;
- ✓ Ameriprise Financial Services, Inc;
- ✓ Lincoln Investment Planning, Inc;
- ✓ ING Life Insurance & Annuity Company;
- ✓ American General Disability
- ✓ AXA Equitable
- ✓ Prudential Insurance Company of America

N Curriculum, Textbooks and Policies

It is recommended that the Board of Education approve to accept and reaffirm the curriculum and textbooks, policies, practices and procedures of the Magnolia Board of Education recognizing that these items may be amended when necessary with Board approval.

O Photocopy Fee

It is recommended that the Board of Education approve to establish a photocopy fee as per OPRA regulations; five cents ($.05) per page for standard size documents and seven cents ($.07) for legal size documents.

P Depository of School Funds

It is recommended that the Board of Education approve Republic Bank as the depository of school funds.

Q Account Signatories

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

Account	Requirements/Signatories
Student Activity Account	Superintendent Principal Business Administrator/Board Secretary Requires two (2) signatures
General Fund Account	Board President Treasurer Business Administrator/Board Secretary Superintendent Requires three (3) signatures
Flexible Spending Account	Board President Treasurer Business Administrator/Board Secretary Superintendent Requires two (2) signatures

Unemployment Trust Fund	Treasurer Business Administrator/Board Secretary Requires one (1) signature
Scholarship Fund	Treasurer Business Administrator/Board Secretary Requires one (1) signature
Payroll Account	Treasurer Business Administrator/Board Secretary Requires one (1) signature
Agency Account	Treasurer Business Administrator/Board Secretary Requires one (1) signature

R Physicians/Individuals Providing Services

It is recommended that the Board of Education approve the following physicians/individuals as school physician and to provide psychological evaluations during the 2025-2026 school year:

Dr. Vincent Marchese, DO Dr. James Hewitt

S District Appointments and Assignments

It is recommended that the Board of Education approve the following appointments and assignments:

Affirmative Action Officer – Superintendent
Title IX Coordinator – Curriculum Supervisor
504 Compliance Officer – Social Worker
ADA Coordinator – CST Supervisor
Health/Safety Compliance Officer – School Nurse
Custodian of Records (Student/Employee) – Superintendent
Custodian of Records (OPRA) – Business Administrator
Right to Know Officer – Supervisor of Maintenance
Substance Abuse Coordinator – Social Worker
Integrated Pest Management Coordinator – Supervisor of Maintenance
Homeless Liaison – Social Worker
Public Agency Compliance Officer – Business Administrator
School Safety Specialist – Principal

T Chart of Accounts

It is recommended that the Board of Education approve the 2025-2026 Chart of Accounts.

U Petty Cash

It is recommended that the Board of Education approve establishing a $500.00 petty cash fund for the 2025-2026 school year.

V Pre-Payment Authorization

It is recommended that the Board of Education approve to authorize the business administrator/business office to pay selected invoices prior to board meetings for items such as utilities and contracted services. These payments will subsequently be approved at the next Board meeting. **(Attachment V1)**

W E-Rate Consultant
It is recommended that the Board of Education approve the service agreement renewal with e2e Exchange as E-rate Consultant for 2025-2026.

X PL 2015 Chapter 47
To recognize the attached list to be in compliance with PL 2015 Chapter 47 **(Attachment X1)**.

Motion by:_____ Seconded by:_____ Approved:_____

Motion to approve items Y through JJ

Y Tuition – Brookfield
To approve a tuition contract with Brookfield Schools for student #4649918678 in the amount of $79,926.00 for tuition and $33,900.00 for a 1:1 aide for the 2025-2026 school year

Z Non Fair and Open – Language Learning
To award non fair and open contract to Language Learning Network for the 2025-2026 school year for daily in person World Language Teacher in an amount of $23,000.00.

AA Non Fair and Open – ESS
To award non fair and open contract to ESS Northeast, LLC for the 2025-2026 school year for substitute staffing services in an amount to exceed $17,500.00. (Note: RFP was done for the 2021-2022 school year).

BB Non Fair and Open – CM3
To award a non fair and open contract to CM3 for HVAC services in an amount to exceed $17,500.00 for the 2025-2026 school year.

CC Non Fair and Open - Amazing Transformations
To award non fair and open contract to Amazing Transformations for the 2025-2026 school year for autism and behavioral consultative services in an amount to exceed $17,500.00.

DD Non Fair and Open - On Course
To award non fair and open contract to OnCourse for the 2025-2026 school year for student information system in an amount to exceed $17,500.00.

EE Non Fair and Open – Quill, LLC
To award non fair and open contract to Quill LLC for the 2025-2026 school year for various supplies in an amount to exceed $17,500.00.

FF Non Fair and Open – Gorman, D'Anella, Morlock
To award a non fair and open contract to the Gorman, D'Anella, & Morlock, LLC for legal services for the 2025-2026 school year in the amount of $175.00 per hour in an amount to exceed $17,500.00.

GG CCESC – General Services Contract
To approve the attached general services contract with Camden County Educational Services Commission for the 2025-2026 school year. **(Attachment GG1)**

HH Shared Service Agreement – Woodlynne BOE – CEFM
To approve the attached shared service agreement with Woodlynne Board of Education for a CEFM services in the amount of $30,000.00 for the 2025-2026 school year. **(Attachment HH1)**

II BCIPJIF

To approve the Burlington County Insurance Pool Joint Insurance Fund (BCIPJIF) insurance coverage and student accident coverage for the 2025-2026 school year at a cost of $105,935.00.

JJ BCIPJIF – Resolution 2025-6-1

Resolution directing the distribution of net returned surplus funds held by the Burlington County Insurance Pool Joint Insurance Fund (BCIPJIF) in the amount of $2,614.00 to be used to offset the 2025-2026 premium. (**Attachment JJ1)**

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

Motion to approve items KK through LL

KK Capital Reserve

To approve the following resolution:

Resolution, to transfer up to $500,000.00 of 2024-2025 year unspent budgeted Capital Reserve back into the Capital Reserve.

Resolution for Transfer of Current Year Unspent Capital Reserve to Reserve

WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Magnolia Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Capital Reserve account at year end, and

WHEREAS, the Magnolia Board of Education has determined that an amount not to exceed $500,000.00 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Magnolia Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

LL Capital Reserve

To approve the following resolution:

Resolution, to transfer up to $250,000.00 of 2024-2025 year surplus to Capital Reserve.

Resolution for Transfer of Current Year Surplus to Reserve

WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess

current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Magnolia Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Capital Reserve account at year end, and

WHEREAS, the Magnolia Board of Education has determined that an amount not to exceed $250,000.00 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Magnolia Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

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

X. 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);

__**X**___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 _____**CSA Evaluation**_____

_____) ;

_____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:*_____

XI. RESUMPTION OF PUBLIC PORTION OF THE MEETING

Time: _____

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

XII. SUPERINTENDENT EVALUATION

Motion to approve the 2024-2025 Superintendent's Evaluation.

*Motion by:*_____ *Seconded by:*_____ *Approved:*___*Roll Call*

XIII. ADJOURNMENT

Time: _____

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