

**Magnolia School District
Board of Education
Regular Meeting
Minutes
September 16, 2025
6:30 P.M.**

Mr. Nick D’Amico opened the regular meeting at 6:30 p.m., leading the Pledge of Allegiance.

PLEDGE ALLEGIANCE TO THE FLAG

Roll Call

Mrs. Rebecca Ammen	Present
Mr. Nick D’Amico	Present
Mr. Mark Godfrey	Present
Mrs. Karen Sorbello	Present
Mrs. Alyssa Vazquez-Colon	Present
Mr. Dale Martin	Present
Mrs. Jennifer Jackson	Present

Other Attendees

Mrs. Karen Macpherson, Superintendent
Mr. Greg Gontowski, Business Administrator/Board Secretary
Mrs. Susan Hodges, Solicitor

Mission Statement

Mission Statement was read by Nick D’Amico.

**Approval of
Minutes**

Minutes of the Regular and Executive Session Board of Education meeting held on August 5, 2025

Motioned by Rebecca Ammen, Second by Mark Godfrey

Vote: To approve Minutes

Voice Vote. All in favor **Dale Martin– Abstained

Motion Approved

BOARD OF EDUCATION BUSINESS

**Audience
Participation I**

Open Audience Participation I – AGENDA ITEMS ONLY

Motioned by Rebecca Ammen, Seconded by Dale Martin

Vote: To approve opening of Audience Participation I

Voice Vote. All in favor

None

None

Close Audience Participation I

Motioned by Alyssa Vazquez-Colon, Seconded by Mark Godfrey

Vote: To approve closing of Audience Participation I

Voice vote. All in favor

Unfinished Business Alyssa Vazquez-Colon – Asked if there has been any additional talk about regionalization.

New Business Nick D’Amico – Asked board members to consider coming to graduation in June 2026.
- General reminder for the board regarding board ethics.

State and Local School Boards Association Karen Sorbello – County meeting update.

Superintendent’s Report **SUPERINTENDENT’S REPORT**

Presentation **Presentation:**

Karen Macpherson - 2024-2025 HIB Grades Report

A. Information Items:

1. Back to School Night was held on September 10th and was a successful and informative evening. Families had the opportunity to meet teachers, learn about classroom expectations, and strengthen home–school connections as we begin the year together.
2. Reinstatement of Tier 1 extracurricular activities effective October 6, 2025. These activities will resume as part of the district’s commitment to providing students with opportunities for engagement, enrichment, and school community involvement. An interest finder will be distributed to staff later this week.

B. Curriculum/Programs

1. WIN time has begun with a six-week Leader in Me cycle focused on Social Emotional Learning.
2. The STAR Universal Benchmark Screening has been administered to all students.

C. Interdistrict

(No items at this time)

D. Public Relations/Liaison

1. The Liaison Committee is in the process of scheduling a meeting for late September or early October. The minutes from that meeting will be shared and discussed at the October Board meeting.

E. Student/Parental Issues and Concerns

(No items at this time)

F. Buildings and Grounds

1. A fire drill was held on August 6, 2025.
2. A shelter-in-place drill was held on August 20, 2025.

G. Executive Session

H. Harassment, Intimidation, or Bullying (HIB)

(No items at this time)

I. Miscellaneous

(No items at this time)

J. Principal's Report

The Principal report will resume in October

Personnel

Motion to Approve Personnel Items 1 through 9

Preschool Teaching Staff and Assistants/Aides – Summer Professional Development

1. Retroactive approval of preschool teaching staff and teaching assistants/aides to participate in summer professional development, preschool orientation, and preparation, not to exceed ten (10) hours per staff member. Teachers will be compensated at a rate of \$20.00 per hour, funded through the Preschool Expansion Aid (PEA) grant. Teaching assistants/aides will be compensated at their current hourly rate, funded through the PEA.

Jose Laracuate – Teacher Aide 9/16/25

2. Approval to revise the position and salary of Jose Laracuate, from Registered Behavior Technician (RBT) to Teacher's Aide, Step 16, at a salary of \$23,386.00, waiving medical benefits, retroactive to September 1, 2025 through June 30, 2026.

Samantha Jackson – Registered Behavior Technician 9/10/25

3. Approval of Samantha Jackson as a Registered Behavior Technician (RBT), Step 10, at a salary of \$34,408.00 (prorated), with medical benefits, retroactive to September 4, 2025 through June 30, 2026. **(Attachment A1)**

Ke'ahilani Naone-Carter – Teacher Assistant 9/10/25

4. Approval of Ke'ahilani Naone-Carter as a Teacher Assistant, Step 16, at a salary of \$26,173.00 (prorated), with medical benefits, retroactive to September 10, 2025 through June 30, 2026. **(Attachment A2)**

Jose Laracuate – Substitute Custodian 25-6

5. Approval of Jose Laracuate as a substitute custodian for the 2025-2026 school year at a rate of \$19.00 per hour, not to exceed 5 hours per week.

**Dylan Smith –
Complete Coursework
at Rowan 25-26**

6. Approval of Dylan Smith to complete coursework at Rowan University during the 2025-2026 school year in pursuit of a Master's in School Administration, with reimbursement in accordance with the Magnolia School Education Association (MSEA) contract.

**Dylan Smith and
Ashton Whitaker –
Participate in Support
of District Initiatives**

7. Approval of Dylan Smith and Ashton Whitaker to participate in support of district initiatives, not to exceed 25 hours each, at a rate of \$40.00 per hour, funded through Title II funds.

**Staff Members to
Attend From Symbols
to Strategies
Exploring Place Value**

8. Approval for the following staff members to attend From Symbols to Strategies: Exploring Place Value at a total cost of \$525.44, funded through Title II (200-500) funds.

Last Name	First Name
Attanasi	Haley
Cogan	Joseph
Gilley	Allison
Hallahan	Leah

**Erin Hobbs to Attend
Safety Care Trainer
Training
Recertification
10/16/25**

9. Approval of Erin Hobbs to attend Safety Care Trainer Training Recertification on October 16, 2025, at a total cost of \$799.00 to be funded through Title II (200-500) funds.

Motioned by Karen Sorbello, second by Rebecca Ammen

Vote: to Approve Personnel Items 1 through 9

Roll Call Vote. All in favor: Mrs. Ammen, Mr. Godfrey, Mrs. Jackson, Mr. Martin, Mrs. Sorbello, Mrs. Vazquez-Colon and Mr. D'Amico (7-0-0)

Motion Approved

Motion to Approve Students Item 1 and Activities/Programs Items 1 and 2

B. Students

**Homeschooled
Student #11004 25-26**

1. Approval of student #11004 to be homeschooled for the 2025-2026 school year.

C. Activities/Programs

**Magnolia Performing
Arts Program 25-26**

1. Approval of Magnolia Performing Arts program funds for the 2025-2026 school in the amount of \$2,200.00 to be paid by the Magnolia Board of Education.

**Cheryl Fricchione –
Math Coaching
Services**

2. Approval of a contract with Cheryl Fricchione for math coaching services, including two days of in-person demonstration lessons and coaching, along with 10 hours of virtual coaching via Zoom, at a total cost of \$6,000.00. Funding will be provided through Title II (200-300) funds.

Motioned by Mark Godfrey, second by Alyssa Vazquez-Colon

Vote: to Approve Students Item 1 and Activities/Programs Items 1 and 2

Roll Call Vote. All in favor: Mrs. Ammen, Mr. Godfrey, Mrs. Jackson, Mr. Martin, Mrs. Sorbello, Mrs. Vazquez-Colon and Mr. D'Amico (7-0-0)

Motion Approved

D. Trips

(No items at this time)

E. Plans

(No items at this time)

F. Job Descriptions

(No items at this time)

G. Facilities

(No items at this time)

Motion to Approve Policies Items 1 and 2

H. Policies

**Second Reading –
Policies**

1. Second Reading - Approval of new, revised, and/or updated policies and/or regulations provided by Strauss Esmay Associates pursuant to the authorization granted at the Special Meeting held on May 25, 2010, allowing the Superintendent to implement policy updates from Strauss Esmay Associates in advance of formal board approval. **(Attachment H1)**

P 0173	Duties of Public School Accountant (Revised)
P 0174	Legal Services (M) (Revised)
P 0177	Professional Services (M) (Revised)
P & R 1570	Internal Controls (M) (Revised)
P 1620	Administrative Employment Contracts (M) (Revised)
P & R 6111	Special Education Medicaid Initiative (SEMI) Program (M) (Revised)
P 6220	Budget Preparation (M) (Revised)
R 6220	Budget Preparation (New)
P 0143	Board Member Election and Appointment (Revised)
P 1636.01	Notification of Promotion, New Job, and Transfer Opportunities (New)
P 1648.15	Recordkeeping for Healthcare Settings In School Buildings – COVID-19 (M)(Abolished)

- P 2422 Statutory Curricular Requirements (M) (Revised)
- P 5117 Interdistrict Public School Choice (Abolish)
- P 5339.01 Student Sun Protection (M) (New)

**First Reading Police
P1110**

2. First Reading - Approval of new, revised, and/or updated policies and/or regulations provided by Strauss Esmay Associates pursuant to the authorization granted at the Special Meeting held on May 25, 2010, allowing the Superintendent to implement policy updates from Strauss Esmay Associates in advance of formal board approval. **(Attachment H2)**

P 1110 Organizational Chart (Revised)

Motioned by Mark Godfrey, second by Alyssa Vazquez-Colon

Vote: To approve Policies Items 1 and 2
Voice Vote. All in favor

**Board Secretary
Report**

Motion Approved

BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORT

Informational Items:

Board Actions

Board Actions:

Motion to Approve Items A Through E

Monthly Reports

A. Monthly Reports

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

Transfers

B. Transfer of Funds

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

Financial Reports

C. Financial Reports

1. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of June 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 July 2025. The Treasurer's Report and Secretary's report are in agreement for the month of July 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.

Bill List

D. Warrants

The attached bill lists:

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

Motioned by Mark Godfrey, second by Rebecca Ammen

Vote: To approve Items A through D

Roll Call Vote. All in favor: Mrs. Ammen, Mr. Godfrey, Mrs. Jackson, Mr. Martin, Mrs. Sorbello, Mrs. Vazquez-Colon and **Mr. D’Amico (7-0-0) **Mr. D’Amico – Abstained to ESS

Motion Approved

Motion to Approve Items E through K

**GCSSSD Professional
Services Contract 25-
26**

E. Professional Services Contract - GCSSSD

To approve the attached Agreement for Professional Services with Gloucester County Special Services School District for the 2025-2026 School Year.
(Attachment E1)

Resolution 2025-9-1

F. Resolution 2025-9-1 - Cooperative Pricing Resolution – Hunterdon County ESC

To approve the attached resolution authorizing Magnolia BOE to enter into a cooperative pricing agreement with the Hunterdon County Educational Services Commission. **(Attachment F1)**

**Home Depot/HD
Supply – Non Fair and
Open 25-26**

G. Non-Fair and Open – Home Depot/HD Supply

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

Fixed Asset Deletions

H. Fixed Asset Deletions

To approve removal of the attached listing of fixed assets from the fixed asset listing

effective June 30, 2025. **(Attachment H1)**

ESEA Grant

I. ESEA Grant

To approve submission and acceptance of the 2025-2026 ESEA Grant in the following amounts:

Title I - \$99,964.00

Title II - \$15,253.00

Title IV - \$10,000.00 (to be transferred to Title II)

ESEA Grant – Title III

J. ESEA Grant – Title III

To approve not to apply for ESEA Title III funds in the amount of \$1,292.00 for the 2025-2026 year.

**Boonton BOE –
Tuition Student
#6702980157 25-26**

K. Tuition Contract – Boonton BOE

To approve tuition contract with Boonton Board of Education for student #6702980157 in the amount of \$16,600.00 for the 2025-2026 school year (note: receiving student).

Motioned by Mark Godfrey, second by Dale Martin

Vote: To approve Items E through K

Roll Call Vote. All in favor: Mrs. Ammen, Mr. Godfrey, Mrs. Jackson, Mr. Martin, Mrs. Sorbello, Mrs. Vazquez-Colon and Mr. D’Amico (7-0-0)

Motion Approved

**Audience
Participation II**

Open Audience Participation II

Motioned by Mark Godfrey, Seconded by Rebecca Ammen

Vote: To approve opening of Audience Participation I

Voice Vote. All in favor

- **Dave Cogan – Thanked board for commitment to the Renaissance Program**

Close Audience Participation I

Motioned by Mark Godfrey, Seconded by Rebecca Ammen

Vote: To approve closing of Audience Participation II

Voice vote. All in favor

**Recess into Closed
Session**

RECESS INTO CLOSED SESSION at approximately 6:58 p.m.

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 7:15 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 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 MEA Contract)

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);

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.

Motioned by Alyssa Vazquez-Colon, Seconded Rebecca Ammen

Vote: To Enter Executive Session
Voice Vote. All in favor (7-0-0)

Action will not be taken after Executive Session

RESUMPTION OF PUBLIC PORTION OF THE MEETING 7:15 pm

**Resumption to Public
Portion of the
Meeting**

Motioned by Mark Godfrey, Seconded by Rebecca Ammen

Vote: To approve Resumption of Public Portion of the Meeting
Voice vote. All in favor

Motion Approved

Adjournment

ADJOURNMENT

Motion to adjourn meeting at 7:15 pm by Rebecca Ammen Second by Alyssa Vazquez-Colon

Vote: To Adjourn meeting
Voice Vote. All in favor

Respectfully submitted,

Greg Gontowski
Board Secretary