

**Magnolia School District
Board of Education
Regular Meeting
Minutes
March 17, 2026
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	Absent
Mr. Nick D'Amico	Present
Mr. Mark Godfrey	Present
Mr. Dale Martin	Present
Mrs. Karen Sorbello	Present
Mr. Richard Cruz	Present
Mrs. Jennifer Jackson	Present

Other Attendees

Mrs. Karen Macpherson, Superintendent
Mr. Greg Gontowski, Business Administrator/Board Secretary
Mrs. Emily Strawbridge, Solicitor

Mission Statement

Mission Statement was read by Mr. Nick D'Amico

**Approval of
Minutes**

- Minutes of the Regular Session Board of Education meeting held on February 17, 2026

Motioned by Karen Sorbello, Second by Dale Martin

Vote: To approve Minutes

Voice Vote. All in favor

Motion Approved

**Audience
Participation I**

Open Audience Participation I – AGENDA ITEMS ONLY

None

Presentation

Preschool Lottery

1. 2026-2027 Preschool Lottery

BOARD OF EDUCATION BUSINESS

**Unfinished
Business**

None

New Business	None
State and Local	Karen Sorbello – Provided updates on NJ School Boards
Superintendent's Report	<u>Superintendent's Report</u>
Conferences 3-10 to 3-12.	A. Informational Items 1. Parent–Teacher Conferences were held from March 10 through March 12. Attendance was strong across all grade levels, and the sessions provided valuable opportunities for families and staff to discuss student progress and goals.
Special Board of Ed Meeting scheduled	2. Due to the late release of budget figures from the State of New Jersey, a special Board of Education meeting will be held on March 25, 2026, at 6:30 pm in the library to approve the preliminary budget.
Curriculum/ Programs	B. Curriculum/Programs <i>(No items at this time)</i>
Professional Development Day 3/14/26 was modified	C. Interdistrict 1. The interdistrict full-day Professional Development Day originally scheduled for Friday, March 13, 2026, was modified to ensure that afternoon sessions focused on Math and Special Education were still held at each PreK–8 school.
Liaison Committee meeting being scheduled for late April or early May	D. Public Relations/Liaison 1. A meeting of the Liaison Committee is currently being scheduled for late April or early May. Further details and confirmation of the date will be provided once finalized.
Student/Parental Issues & Concerns	E. Student/Parental Issues and Concerns <i>(No items at this time)</i>
Buildings & Grounds	F. Buildings and Grounds 1. A fire drill was held on February 26, 2026. 2. A shelter-in-place drill was held on February 19, 2026.
Fire Drill 2-26-26	
Shelter-In-Place 2-19-2026	
	G. ExecutiveSession Be it resolved that the Board of Education will now convene into Executive Session to discuss the 2026-2027 preliminary budget/matters that involve employment. The discussion conducted in Executive Session shall be disclosed to the public when the need for confidentiality no longer exists. The Board will reconvene in public session at the conclusion of the Executive Session, and no formal action will be taken.
	H. Harassment, Intimidation, or Bullying (HIB) <i>(No items at this time)</i>

I. Miscellaneous

(No items at this time)

J. Principal's Report

1. [Principal's Report](#) - February 2026

2. [Nursing Report](#) - February 2026

Principals Report

Nurses Report

Items for Board Approval

A. Personnel

Motion to approve Personnel Items 1 through 5, Programs 1 through 3, Trips 1 through 2, and Policies 1

Accept with regret the Retirement of Judith Flores, CST

1. Accept, with regret, the retirement of Judith Flores, Child Study Team Secretary, effective August 1, 2026. ([Attachment A1](#))

Staff Members to attend Comegno 3-13-2026 at Somerdale Park – Cost will be paid from Title 11

2. Approval for the following staff members to attend a session with John Comegno at Somerdale Park retroactive to March 13, 2026, at a rate of \$75 per person. The cost will be paid from Title II funds (Account 200-500). This session supports the District's Strategic Plan goal of meeting the needs of all learners.

Last Name	First Name
Green-Hamilton	Emily
Livingston	Kelly
Macpherson	Karen
Meehl	Nicholas
Ortiz	Susan

Revise hours for A. Whitaker for WIN initiatives

3. Approval to revise the hours of Ashton Whitaker, Interventionist, to engage in WIN initiatives to support district SEL initiatives, from up to 15 hours to up to 25 hours, at a rate of \$40.00 per hour for a total not to exceed \$1000.00, to be paid with Title II funds (200-100).

K. MacPherson to attend NJASA Spring Leadership Conference – 5-15-26

4. Approval for Karen Macpherson, Superintendent, to attend the NJ Association of School Administrators (NJASA) Spring Leadership Conference on May 13-15, 2026. There is no fee for admission. Hotel (\$241.26), mileage, and miscellaneous expenses will be funded through the general fund.

E. Hamilton to attend Speech (NJSHA)

5. Approval for Emily Green-Hamilton, Speech Therapist, to attend the NJ Speech-

**Convention April
16-17, 2026.
Admission \$285**

Language-Hearing Association (NJSHA) Convention on April 16-17, 2026. Admission (\$285.00), mileage, and miscellaneous expenses will be funded through the general fund.

B. Students

(No items at this time)

**Housel Fun &
Fitness professional
development**

C. Programs

1. Approval of Housel Fun & Fitness to provide a 2-hour professional development session, *What Kind of Teacher Do You Want to Be*, on May 8, 2026, for \$875.00, to be paid from Title II funds (200-300).

**Mark Friedrich –
professional
development**

2. Approval of Mark G. Friedrich to provide a full-day Adventure Bootcamp professional development day, on August 31, 2026, for \$2000.00, to be paid from Title II funds (200-300).

**Revised District
Calendar**

3. Approval of the revised 2025-2026 District Calendar due to inclement weather closings. ([Attachment C1](#))

**8th Grade Dinner
Dance 4-16-2026**

D. Trips

1. Approval of the 8th Grade Dinner Dance at The Forum in Blackwood on April 16, 2026, from 6:30 pm to 10:30 pm, with transportation costs covered by the Board of Education for \$325.00.

**8th Trip to Medieval
Times Dinner &
Tournament on 5-
29-2026**

2. Approval of the 8th Grade trip to Medieval Times Dinner & Tournament in Lyndhurst and American Dream Mall in East Rutherford on May 29, 2026.

E. Plans

(No items at this time)

F. Job Descriptions

(No items at this time)

G. Facilities

(No items at this time)

H. 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 0142.1 Nepotism (M) (Revised)

P 1220 Employment of Chief School Administrator (M) (Revised)

P & R 1552 Sexual Harassment – Staff (M) (New)

P 3362 Sexual Harassment (M) (Abolished)

R 3362 Sexual Harassment of Teaching Staff Members Complaint Procedure

(Abolished)

P 4352 Sexual Harassment (M) (Abolished)

R 4352 Sexual Harassment of Support Staff Members Complaint Procedure
(Abolished)

Motioned by Mark Godfrey Second by Karen Sorbello

Vote: To approve Personnel Items 1 through 5, Programs 1 through 3, Trips 1 through 2, and Policies 1

Roll Call Vote. All in favor: Mr. Cruz, Mr. Godfrey, Mrs. Jackson, Mr. Martin, Mrs. Sorbello and Mr. D'Amico (6-0-0)

Motion Approved

**Board Secretary
Report**

BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORT

Informational Items

-Financial Disclosure – Please complete

-A special BOE meeting will be held on Wednesday, March 25, 2026 for approval of the budget

Board Actions

Board Actions:

Motion to approve Items A through D

Monthly Reports

A. Monthly Reports

The Budget Summary and Revenue Summary for the month of January 2026.
(Attachment A1 & A2)

Transfers

B. Transfer of Funds

The attached transfer list, with the recommendation of the Superintendent, for the month of January 2026. **(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 December 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 December 2025. The Treasurer's Report and Board Secretary's report are in agreement for the month of December 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 Seconded by Karen Sorbello

Vote: To approve Items A through D

Roll Call Vote. All in favor: Mr. Cruz, Mr. Godfrey, Mrs. Jackson, Mr. Martin, Mrs. Sorbello and **Mr. D'Amico (5-0-1) ** Nick D'Amico – Abstained from payments to ESS

Motion Approved

Motion to approve Items E and I

**Shared Service –
Borough of
Magnolia**

E. Shared Service – Borough of Magnolia

To approve the attached shared service agreement with the Borough of Magnolia for the purchase and installation of solar-powered flashing pedestrian sign.
(Attachment E1)

**Resolution
designating the
locations for public
notice**

F. Public Notice

To approve the attached resolution designating the locations for public notice.
(Attachment F1)

**Shared Service –
Clementon
PreSchool Coach**

G. Shared Service Agreement – Clementon BOE – Preschool Coach

To approve shared service agreement with Clementon Board of Education for a

shared Preschool Instructional Coach in the amount of \$55,000.00 for the 2026-2027 school year. **(Attachment G1)**

**Tuition – Mount
Holly 25-26 School
Year**

H. Tuition – Mt Holly BOE

To approve a tuition contract with Mt Holly Board of Education for student #1164906008 in the amount of \$16,500.00 for tuition for the 2025-2026 school year (Note: to be prorated).

**LRFP-Authorize
Garrison
Architects to
submit NJDOE
other capital
project application
& to amend the
districts Long
Range Facility Plan
for 2026 interior
classroom
renovations**

I. LRFP

To authorize Garrison Architects to submit an NJDOE other capital project application and to amend the districts Long Range Facility Plan for 2026 interior classroom renovations and related spaces and that the district acknowledges that it will receive no state aid for this project.

Motioned by Mark Godfrey Seconded by Karen Sorbello

Vote: To approve Items E

Roll Call Vote. All in favor: Mr. Cruz, Mr. Godfrey, Mrs. Jackson, Mr. Martin, Mrs. Sorbello and **Mr. D’Amico (5-0-1) **Mr. D’Amico – Abstained from E.

Vote: To approve Items F through I

Roll Call Vote. All in favor: Mr. Cruz, Mr. Godfrey, Mrs. Jackson, Mr. Martin, Mrs. Sorbello and Mr. D’Amico (6-0-0).

Motion Approved

Open Audience Participation II - Public Comment

**Open Audience
Participation II**

None

Executive Session

RECESS INTO CLOSED SESSION at approximately 6:43 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 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;

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 Karen Sorbello, Seconded Mark Godfrey

Vote: To Enter Executive Session
Voice Vote. All in favor (6-0-0)

Action will not be taken after Executive Session

**Resumption to
Public Portion of
the Meeting**

RESUMPTION OF PUBLIC PORTION OF THE MEETING 7:16 pm

Motioned by Mark Godfrey, Seconded by Jennifer Jackson

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

Motion Approved

Adjournment

ADJOURNMENT

Motion to adjourn meeting at 7:16 pm by Mark Godfrey Seconded by Dale Martin

Vote: To Adjourn meeting
Voice Vote. All in favor

Respectfully submitted,

Greg Gontowski
Board Secretary