

**Magnolia School District
Board of Education
Regular Meeting
Minutes
August 11, 2026
6:35 P.M.**

Mr. Nick D’Amico opened the regular meeting at 6:35 p.m., leading the Pledge of Allegiance.

PLEDGE ALLEGIANCE TO THE FLAG

Roll Call	Mrs. Rebecca Ammen	Absent - Arrived at 6:42 P.M.
	Mr. Richard Cruz	Absent
	Mr. Nick D’Amico	Present
	Mr. Mark Godfrey	Present
	Mrs. Jennifer Jackson	Absent
	Mr. Dale Martin	Present
	Mrs. Karen Sorbello	Present

Other Attendees

Mrs. Karen Macpherson, Superintendent
Mr. Greg Gontowski, Business Administrator/Board Secretary
Mr. Frank Cavallo, 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 June 16, 2026.

Motioned by Karen Sorbello, Second by Mark Godfrey

Vote: To approve Minutes
Voice Vote. All in favor -- Dale Martin – Abstained (3-0-1)**

Motion Approved

Open Audience Participation I

None

BOARD OF EDUCATION BUSINESS

Unfinished Business

None

New Business **October’s BOE meeting changed to October 27, 2026 due to conflict with NJSBA conference.**

State and Local

None

**Superintendent's
Report :
Presentation**

Superintendent's Report

Presentation

1. Superintendent's review of District Goals and Objectives for the 2025–2026 school year.

**Mrs. Ammen
Arrived**

Rebecca Ammen arrived at 6:42 P.M.

A. Informational Items

1. School Safety, Climate, and Culture Committee summer work discussion.
2. Revising the Leader In Me approach to be tailored toward Magnolia as the Leader in Us.
3. School building improvements.

**Curriculum/
Programs**

B. Curriculum/Programs

1. Renaissance platform has been expanded to include NearPod, Accelerated Reader, AI, SS/Science current events differentiated to students' ability levels.
2. Renewed Math SAVVAS for grades K-5.

Interdistrict

C. Interdistrict

1. Aligned School Calendar with Professional Days to implement an Inter-district PD day with PreK - 8 schools.

D. Public Relations/Liaison

(No items at this time)

E. Student/Parental Issues and Concerns

(No items at this time)

**Buildings and
Grounds**

F. Buildings and Grounds

1. A shelter-in-place security drill was held on July 22, 2026.
2. A fire drill was held on July 23, 2026.

G. Negotiations/Contractual (Executive Session)

Be it resolved that the Board of Education will now convene into Executive Session to discuss personnel matters. 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 may take action at that time.

Motion to approve Item H

**Harassment,
Intimidation, or
Bullying (HIB)**

H. Harassment, Intimidation, or Bullying (HIB)

1. Be it resolved that the Board of Education has reviewed the Harassment, Intimidation, and Bullying (HIB) incident report as presented by the Superintendent from May 7, 2026 through June 16, 2026, and hereby affirms the Superintendent's decision regarding this incident.

Motioned by: Rebecca Ammen, Seconded by: Dale Martin

Vote: To approve Item H

Roll Call Vote. All in Favor: Mrs. Ammen, Mr. Godfrey, Mr. Martin, Mrs. Sorbello, and Mr. D'Amico. (5-0-0)

Miscellaneous

I. Miscellaneous

(No items at this time)

**Principals
Report**

J. Principal's Report

1. Principal's Report - June 2026

Items for Board Approval

Motion to approve Personnel Items A1 through A11, Programs C1 through C4, and Trips D1

**Approval of Tracy
Gallelo as full-
time custodial**

A. Personnel

1. Approval of Tracy Gallelo as a full-time custodian, Step 7, at a salary of \$48,170.00 (prorated), with medical benefits, retroactive to July 20, 2026, through June 30, 2027. (Attachment A1)
2. Approval of a maternity leave of absence for employee #734, effective October 16, 2026, through February 12, 2027, returning to work on February 16, 2027.
3. Approval to rescind the extracurricular appointment of Dylan Smith as a Renaissance advisor for the 2026-2027 school year.
4. Approval of the following extracurricular appointments for the 2026-2027 school year:

Last Name	First Name	Activity	Tier	Stipend
Kelly-Lowe	Maria	Renaissance	Tier II	\$1340.00

**Employee #734
maternity leave**

**Dylan Smith –
Approval to
rescind as
Renaissance
advisor.**

**Maria Kelly-Lowe
-Approval
Renaissance, Tier 2**

**Nicolas Borgese to
mentor Isabella
Capie**

5. Approval of the following mentor to be paid by the teacher enrolled in the NJDOE Novice Teacher Program:

Mentor	Mentee	State Mandated Program Completion	Amount to be Paid
Borgese, Nicolas	Capie, Isabella	30 weeks	\$550.00

**Nicholas Meehl –
Rutgers
University
coursework**

6. Approval of Nicholas Meehl to complete coursework at Rutgers University during the 2026-2027 school year, with reimbursement in accordance with the Magnolia School Education Association (MSEA) contract.

Approval to attend the CCESC Kickstart Literacy training

7. Approval of the following staff to attend the CCESC Kickstart Literacy training on September 23, 2026, to be funded through PEA (200-590):

Last Name	First Name	Session	Fee
DiBlasio	Elena	12:30-3:30 pm	\$125.00
Dobleman	Stacey	8:30-11:30 am	\$125.00
Healy	Patrick	8:30-11:30 am	\$125.00
Hobbs	Erin	8:30-11:30 am	\$125.00
Livingston	Kelly	12:30-3:30 pm	\$125.00
Vrobel	Leanna	12:30-3:30 pm	\$125.00

Jennifer Pontarelli – to attend NJPSA Fall Conference- 10/14 – 10/16

8. Approval of Jennifer Pontarelli, Supervisor of Curriculum, to attend the NJPSA Fall Conference from October 14 to October 16, 2026. Registration (\$625.00), hotel (\$165.00), mileage, and miscellaneous expenses will be funded through Title II (200-500).

Paul Sorrentino – to attend NJPSA Fall Conference – 10/14 – 10/16

9. Approval of Paul Sorrentino, Principal, to attend the NJPSA Fall Conference from October 14 to October 16, 2026. Registration (\$625.00), hotel (\$165.00), mileage, and miscellaneous expenses will be funded through Title II (200-500).

Kendal Norman – resignation

10. Accept, with regret, the resignation of Kendal Norman, Kindergarten teacher, effective October 5, 2026, with a request for early release. (Attachment A2)

Jacqueline Cohen – Kindergarten teacher, BA Step 7

11. Approval of Jacqueline Cohen, as a Kindergarten teacher, BA, Step 7, at a salary of \$71,245.00, eligible for medical benefits, start date to be determined upon completion of required documentation. (Attachment A3)

B. Students

(No items at this time)

Contract Cancellation – Renaissance – 2 years Renaissance – New 2 year contract

C. Programs

- Approval to cancel the last 2 years of the Renaissance contract (Q-479452 v2) for a credit of \$26,128.00. (Attachment C1)
- Approval of the new 2 year Renaissance contract (Q-464159 v1) in the amount of \$48,950.00. (Attachment C2)
- Approval of Renaissance program funds for the 2026-2027 school year in the amount of \$3,000.00 to be paid by the Magnolia Board of Education.

Approval of Renaissance funds 26-27

Approval of Social Studies Curriculum

4. Approval of Social Studies Curriculum revisions for grades K-8 to comply with:
 - a. Latino History - Bill S3096
 - b. Labor Movement Instruction A - 1682/S-1054 (P.L. 2025, c.137).

Walking trips 26-27

D. Trips

1. Approval of all walking trips for the 2026-2027 school year.

Motioned by Mark Godfrey, Seconded by Rebecca Ammen

Vote: To approve Personnel Items A1 through A11, Programs C1 through C4, and Trips D1. Roll Call Vote. All in Favor: Mrs. Ammen, Mr. Godfrey, Mr. Martin, Mrs. Sorbello, and Mr. D'Amico. (5-0-0)

Motion to approve Plans Items E1 through E6, Job Descriptions F1 through F2, and Policies H1 through H2

E. Plans

26-27 District goals

1. Approval of the District Goals and Objectives for the 2026–2027 school year. (Attachment E1)

26-27 Professional Development

2. Approval of the Professional Development Plan for the 2026–2027 school year. (Attachment E2)

26-27 District Mentoring Plan

3. Approval of the District Mentoring Plan for the 2026–2027 school year. (Attachment E3)

Danielson Instrument

4. Approval of the Danielson Instrument for teacher observations, to be completed using OnCourse Systems for the 2026–2027 school year.

Evaluation Form

5. Approval of the Administrator Evaluation Form, to be completed using OnCourse Systems for the 2026–2027 school year.

26-27 Nursing services plan

6. Approval of the submission of the Nursing Services Plan for the 2026–2027 school year to the county office. (Attachment E4)

Supervisor of Early Childhood & Special Education

F. Job Descriptions

1. Approval of the revised job description for the Supervisor of Early Childhood and Special Education. (Attachment F1)

Supervisor of Curriculum

2. Approval of the revised job description for the Supervisor of Curriculum. (Attachment F2)

G. Facilities

(No items at this time)

1st and 2nd Reading of Policies

H. Policies

1. 2nd 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)

Magnolia Board of Education Meeting held on August 11, 2026

- P 1230 Superintendent's Duties (M) (Revised)
 - P 2200 Curriculum (M) (Revised)
 - R 2200 Curriculum Content (M) (Abolished)
 - P 2411 Career Education and Academic Counseling (M) (Revised)
 - R 2411 Guidance Counseling (M) (Abolished)
 - P 0162 Notice of Board Meetings (Revised)
 - P 0162.01 Legal Notices (M) (New)
 - P 1643 Family Leave (M) (Revised)
 - P 2260 Equity in School and Classroom Practices (M) (Revised)
 - R 2460.30 Additional/Compensatory Special Education and Related Services (M) (Abolished)
 - P 5561 Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) (Revised)
 - P 6112 Reimbursement of Federal and Other Grant Expenditures (M) (Revised)
 - R 6115.01 Federal Awards/Funds Internal Controls – Allowability of Costs (M) (Revised)
 - P 6115.02 Federal Awards/Funds Internal Controls – Mandatory Disclosures (M) (Revised)
 - P 6311 Contracts for Goods or Services Funded by Federal Grants (M) (Revised)
 - P 8561 Procurement Procedures for School Nutrition Programs (M) (Revised)
2. 1st 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 & R 5516 Student Use of Internet-Enabled Devices (M) (Revised)

Motioned by Karen Sorbello, Seconded by Dale Martin

Vote: To approve Plans Items E1 through E6, Job Descriptions F1 through F2, and Policies H1 through H2

Roll Call Vote. All in Favor: Mrs. Ammen, Mr. Godfrey, Mr. Martin, Mrs. Sorbello, and Mr. D'Amico. (5-0-0)

BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORT

Board Secretary Report

Informational Items:

School Boards Convention – October 19 – 22, 2026

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 June 2026. (Attachment A1 through A2)

Transfers

B. Transfer of Funds

The attached transfer list, with the recommendation of the Superintendent, for the month of June 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 June 2026. 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 June 2026. The Treasurer's Report and Board Secretary's report are in agreement for the month of June 2026. **(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)**

Approve to Pay

Bills Prior to

September Meeting

E. Warrants – Approval to Pay

Approval to pay bills prior to the September board meeting due to the time length between meetings being greater than one month.

Motioned by Karen Sorbello, Seconded by Dale Martin

Vote: To approve Items A through E.

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

Language

Learning Networks

**– Non Fair and
Open 26-27**

Motion to approve items F through M

F. Non Fair and Open – Language Learning Networks

To award non fair and open contract to Language Learning Network for the 2026-2027 school year for in person Spanish and ELL teachers in an amount of \$46,000.00.

Renaissance

Learning Inc. –

**Non Fair and Open
26-27**

G. Non Fair and Open – Renaissance Learning, Inc.

To award non fair and open contract to Renaissance Learning, Inc. for the 2026-2027 school year for professional development and Literacy, Math, Star Assessment products & services in an amount of \$26,950.00.

- Coop – MOESC** **H. MOESC - Coop**
To approve the attached Resolution to participate in the Monmouth-Ocean Educational Services Commission Cooperative Purchasing System and the attached Cooperative Pricing Agreement. **(Attachment H1)**
- Archbishop Damiano – Tuition student #3963950202 26-27** **I. Tuition – Archbishop Damiano**
To approve a tuition contract with Archbishop Damiano School for student #3963950202 in the amount of \$68,113.50 for tuition for the 2026-2027 school year.
- IDEA Grant** **J. IDEA Grant**
To approve submission and acceptance of the 2026-2027 IDEA Grant in the following amounts:
IDEA Basic - \$149,955.00
IDEA PS - \$7,747.00
- ESEA Grant** **K. ESEA Grant**
To approve submission and acceptance of the 2026-2027 ESEA Grant in the following amounts:
Title I - \$114,001.00
Title II - \$15,953.00
Title IV - \$10,000.00 (to be transferred to Title II)
- ESEA Grant – Title III** **L. ESEA Grant – Title III**
To approve not to apply for ESEA Title III funds in the amount of \$1,427.00 for the 2026-2027 year.
- NJSBA Workshop – travel expenses** **M. Convention**
To approve BOE members and the Superintendent to attend NJ School Boards Association Workshop from October 19-22, 2026 at the rate of \$550.00 per person plus related travel expenses.
- Motioned by Dale Martin, Seconded by Mark Godfrey**
Vote: To approve Plans Items F through L.
Roll Call Vote. All in Favor: Mrs. Ammen, Mr. Godfrey, Mr. Martin, Mrs. Sorbello, and Mr. D’Amico. (5-0-0)
- Motioned by Dale Martin, Seconded by Mark Godfrey**
Vote: To approve Plans Item M
Roll Call Vote. All in Favor: Mrs. Ammen*, Mr. Godfrey, Mr. Martin*, Mrs. Sorbello, and Mr. D’Amico. (3-0-2) * - Abstained from own travel
- Audience Participation II** **X. Open Audience Participation II – Public Comment**
None

Executive Session

XI. RECESS INTO CLOSED SESSION at approximately 7:04 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 7:10 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 Rebecca Ammen, Seconded Mark Godfrey

Vote: To Enter Executive Session
Voice Vote. All in favor (5-0-0)

Action will be taken after Executive Session

XII. RESUMPTION OF PUBLIC PORTION OF THE MEETING 7:09 pm

**Resumption to
Public Portion of
the Meeting**

Motioned by Rebecca Ammen, Seconded by Dale Martin

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

Motion Approved

XIII. Motion to deny MSEA grievance 2026-1.

MSEA Grievance

Motioned by Rebecca Ammen, Seconded by Mark Godfrey

Vote: To deny MSEA grievance 2026-1

Voice vote. All in favor (5-0-1)

XIV. ADJOURNMENT

Adjournment

Motion to adjourn meeting at 7:10 pm by Dale Martin Seconded by Mark Godfrey

Vote: To Adjourn meeting

Voice Vote. All in favor

Respectfully submitted,

Greg Gontowski

Board Secretary