

**Magnolia School District  
Board of Education  
Regular Meeting  
Minutes  
August 29, 2017  
7:00 P.M.**

Mrs. Karen Sorbello opened the regular meeting at 7:00 p.m., leading the Pledge of Allegiance.

**Roll Call**

Mrs. Joyce Albrecht	Present
Ms. Rebecca Ammen	Present
Mr. Nick D'Amico	Present
Mrs. Jennifer Gray	Absent
Mr. Edward Hoban	Present
Mrs. Rebecca Lang Staffieri	Present
Mrs. Karen Sorbello	Present

**Other Attendees**

Dr. Warren Pross, Superintendent  
Mr. Greg Gontowski, Business Administrator/Board Secretary  
Mr. Frank P. Cavallo, Jr. Solicitor

**Mission Statement**

Mission Statement was read by Rebecca Ammen

**Approval of Minutes**

- Minutes and Executive Session Minutes of the Regular Board of Education meeting held on June 27, 2017.
- Minutes of the Special Board of Education meeting held on July 26, 2017.

**Motioned by Nick D'Amico, Seconded by Edward Hoban**

**Vote: To approve Minutes**

**Voice Vote. All in favor \*\*\*Rebecca Lang Staffieri Abstained to July 26, 2017.**

**Motion Approved**

**BOARD OF EDUCATION BUSINESS**

**Audience Participation I**

**Open Audience Participation I – AGENDA ITEMS ONLY**

**Motioned by Edward Hoban, Seconded by Rebecca Ammen**

**Vote: To approve opening of Audience Participation I**

**Voice Vote. All in favor**

- Kim Britton 427 Lincoln Ave. Magnolia - Presented PTO events calendar

**Motion to approve PTO events calendar as presented.**

**Motioned by Nick D’Amico, Seconded by Edward Hoban**

**Vote: To approve PTO Events**

**Roll Call Vote. All in favor: Mrs. Albrecht, Mrs. Ammen, Mr. D’Amico, Mr. Hoban, Mrs. Lang Staffieri, Mrs. Sorbello (6-0-0)**

- Amanda Cianfrani – 201 Paulson Dr. Magnolia - Discussed Class Trips

**Motion to approve dates of class trips**

**Motioned by Nick D’Amico, Seconded by Edward Hoban**

**Vote: To approve Class Trips**

**Roll Call Vote. All in favor: Mrs. Albrecht, Mrs. Ammen, Mr. D’Amico, Mr. Hoban, Mrs. Lang Staffieri, Mrs. Sorbello (6-0-0)**

- Rick Kraus – 332 W. Monroe Ave. Magnolia - Introduced himself as president of 8<sup>th</sup> grade booster.

**Motion to approve 8<sup>th</sup> grade booster club trip.**

**Motioned by Edward Hoban, Seconded by Nick D’Amico**

**Vote: To approve Booster Club**

**Voice Vote. All in favor**

**Close Audience Participation I**

**Motioned by Edward Hoban, Seconded by Nick D’Amico**

**Vote: To approve closing of Audience Participation I**

**Voice vote. All in favor**

**Unfinished  
Business**

None

**New Business**

Rebecca Ammen – Atlantic Ave. Construction

**State and Local  
School Board  
Association**

Karen Sorbello – Update on Board President training seminar

**Superintendent’s  
Report**

**Superintendent’s Report**

**General**

**E. Parnagian -  
Interim Director  
of Special  
Education**

**Motion to Approve Personnel Items 1 thru 4**

1. Elizabeth Parnagian as Interim Director of Special Education effective September 1, 2017 at a rate of \$400.00 a day.

**B. Chappel –  
Teaching  
Assistant**

2. Bernadette Chappel as teaching assistant effective September 1, 2017 on step 3 at a rate of \$15,248.

**J. Leister – Long  
Term Sub for  
Kindergarten  
Maternity Leave  
Coverage**

3. Jessica Leister as long term sub for Kindergarten maternity leave coverage effective September 1, 2017 thru March 1, 2018.

4. Brenda Blachowski, Christopher Coolick, James Jarrett, and Richard Miller as substitute teachers for the 2017-2018 school year at a rate of \$80.00 a day.

**B. Blachowski, C.  
Coolick, J. Jarrett  
and R. Miller –  
Substitute Teachers  
17-18 School Year**

**Motioned by Rebecca Ammen, Second by Rebecca Lang Staffieri**

**Vote: To approve Personnel Items 1 thru 4  
Voice Vote. All in favor**

**Motion Approved**

**Motion to Approve Workshops Items 1 and 2**

**K. Macpherson –  
Attend NJPSA  
10/19 and 10/20**

1. Karen Macpherson to attend the NJPSA (New Jersey Principal/Supervisors Association) fall conference on October 19 and 20 at a cost of \$285.00.

**K. Sorbello –  
Attend Board  
President Regional  
Training 8/2/17**

2. Ratification of Karen Sorbello to attend the Board President Regional Training Conference on August 2, 2017 in Sewell, NJ at a cost of \$50.00.

**Motioned by Edward Hoban, Seconded by Rebecca Lang Staffieri**

**Vote: To approve Item 1**

**Roll Call Vote. All in favor: Mrs. Albrecht, Mrs. Ammen, Mr. D'Amico, Mr. Hoban, Mrs. Lang Staffieri, Mrs. Sorbello (6-0-0)**

**Vote: To approve Item 2**

**Roll Call Vote. All in favor: Mrs. Albrecht, Mrs. Ammen, Mr. D'Amico, Mr. Hoban, Mrs. Lang Staffieri, \*\*Mrs. Sorbello (5-0-1) \*\*Karen Sorbello Abstained**

**Motion Approved**

**Motion to Approve Trips Item 1**

**Walking Trips 17-  
18**

1. All walking trips for the 2017-2018 school year

**Motioned by Rebecca Lang Staffieri, Seconded by Edward Hoban**

**Vote: To Approve Trips Item 1  
Voice Vote. All in favor**

**Motion Approved**

**Motion to Approve Plans Item 1**

**Nursing Service  
Plan 17-18**

1. The Nursing Service Plan for the 2017-2018 school year

**Motioned by Nick D'Amico Seconded by Rebecca Lang Staffieri**

**Vote: To approve Plans Item 1  
Voice Vote. All in favor**

**Motion Approved**

**Motion to Approve Policies Item1**

**Policies – Strauss  
Esmay Associates**

1. The following updated policies and regulations from Strauss Esmay Associates (Approval was given at the Special Meeting on May 25, 2010 to allow the Superintendent to update policy alerts from Strauss Esmay Associates.)

Policies - 2700, 7100, and 8550

Regulations – 7100

**Motioned by Rebecca Lang Staffieri, Seconded by Rebecca Ammen**

**Vote: To approve Policies Item 1  
Voice Vote. All in favor**

**Motion Approved**

**Informational Items:**

**General**

**Building and  
Grounds**

**A. Building and Grounds**

1. Construction: Superintendent updated

**Motion to place letter of appreciation in custodians personnel file.**

**Motioned by Edward Hoban, Seconded by Rebecca Lang Staffieri**

**Vote: To approve Custodians Letter  
Voice Vote. All in favor**

**Curriculum**

**B. Curriculum - None**

**Finance**

**C. Finance - None**

**Interdistrict**

**D. Interdistrict**

1. Interdistrict Meeting scheduled, August 31, at Stratford

**Negotiations**

**E. \*Negotiations/Contractual (Executive Session) - None**

<b>Policy/Procedure</b>	<b>F. <u>Policy/Procedure</u></b> - None
<b>Public Relations/Liaison</b>	<b>G. <u>Public Relations/Liaison</u></b> <b>1.</b> Security: Superintendent updated
<b>Student/Parental</b>	<b>H. <u>Student/Parental Issues and Concerns</u></b> <b>1.</b> HIB Report: Superintendent discussed
<b>Principal's Report</b>	<b><u>Principal's Report</u></b> - None
<b>Board Secretary Report</b>	<b>BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORT</b> <b><u>Informational Items:</u></b>
<b>Board Actions</b>	<b><u>Board Actions:</u></b> <b>Motion to Approve Items A thru C</b>
<b>Monthly Reports</b>	<b>A. <u>Monthly Reports</u></b>  The Budget Summary and Revenue Summary for the month of June 2017 ( <b>Attachment A1 &amp; A2</b> ).
<b>Transfer of Funds</b>	<b>B. <u>Transfer of Funds</u></b>  The attached transfer list, with the recommendation of the Superintendent, for the month of June 2017 ( <b>Attachment B1</b> ).
<b>Financial Reports</b>	<b>C. <u>Financial Reports</u></b>  <b>1.</b> Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of June 2017 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. ( <b>Attachment C1</b> )  <b>2.</b> Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of June 2017. The Treasurer's Report and Secretary's report are in agreement for the month of June 2017. ( <b>Attachment C2</b> )  <b>3.</b> 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.

**Motioned by Edward Hoban, Seconded by Karen Sorbello**

**Vote: To approve Items A thru C**

**Roll Call Vote. All in favor: Mrs. Albrecht, Mrs. Ammen, Mr. D’Amico, Mr. Hoban, Mrs. Lang Staffieri, Mrs. Sorbello (6-0-0)**

**Motion Approved**

**Motion to Approve Item D**

**Warrants**

**D. Warrants**

- June & July 2017 payroll (**Attachment D1**)
- June, July, & August 2017 warrants (**Attachment D2**)

**Motioned by Edward Hoban, Seconded by Nick D’Amico**

**Vote: To approve Item D**

**Roll Call Vote. All in favor: Mrs. Albrecht, \*\*Mrs. Ammen, Mr. D’Amico, Mr. Hoban, Mrs. Lang Staffieri, Mrs. Sorbello (5-0-1)**

**\*\* Mrs. Ammen abstains with regard to the State of New Jersey and or its agents.**

**Motion Approved**

**Motion to Approve Items E thru J**

**ESSA Grant  
(Formerly NCLB)**

- E. ESSA Grant** – To approve submission and acceptance of the 2017-2018 ESSA Grant (formerly NCLB) in the following amounts:

Title IA - \$96,333.00

Title IIA - \$15,067.00

Title IVA - \$10,000.00 (to be transferred to Title IIA)

**YALE – Tuition  
Contract Student  
#9436434053**

- F. Tuition Contract** - To approve tuition contract with YALE School West for student #9436434053 in the amount of \$67,626.30 for the 2017-2018 school year (ESY included).

**Durand Academy –  
Tuition Contract  
Student  
#9141913049**

- G. Tuition Contract** - To approve revised tuition contract with Durand Academy for student #9141913049 in the amount of \$72,070.15 for tuition for the 2017-2018

school year (ESY included).

**GCSSSD – Tuition Student #2647263793**

**Nursing Service – Preferred Home Health Care 17-18**

**Revised Tax Payment Schedule**

**H. Tuition Contract** - To approve revised tuition contract with Gloucester County Special Services School District for student #2647263793 in the amount of \$4,140.00 for ESY tuition for the 2017-2018 school year.

**I. Nursing Service** – To award a non fair and open contract to Preferred Home Health Care for 1:1 nursing services for the 2017-2018 school year in the amount of \$56.00 per hour.

**J. Tax Payment Schedule** – It is recommended that the Board of Education approve the following revised monthly schedule of Borough tax payments to the Magnolia Board of Education.

July 2017	\$346,173.00	January 2018	\$346,172.00
August 2017	\$346,172.00	February 2018	\$346,172.00
September 2017	\$346,172.00	March 2018	\$346,172.00
October 2017	\$346,172.00	April 2018	\$346,172.00
November 2017	\$346,172.00	May 2018	\$346,172.00
December 2017	\$346,172.00	June 2018	\$346,172.00

**Motioned by Rebecca Lang Staffieri, Seconded by Edward Hoban**

**Vote: To approve Items E, I and J**

**Roll Call Vote. All in favor: Mrs. Albrecht, Mrs. Ammen, Mr. D’Amico, Mr. Hoban, Mrs. Lang Staffieri, Mrs. Sorbello (6-0-0)**

**Vote: To approve Items F, G and H**

**Roll Call Vote. All in favor: Mrs. Albrecht, \*\*Mrs. Ammen – Abstained, Mr. D’Amico, Mr. Hoban, Mrs. Lang Staffieri, Mrs. Sorbello (5-0-1)**

**Motion Approved**

**Motion to Approve Item K**

**Resolution to Appropriate Capital Reserve Funds**

**K. Resolution to Appropriate Capital Reserve Funds**

**Whereas** the Magnolia Board of Education, County of Camden desires to advance the following capital projects: bathroom renovations and HVAC upgrades, and

**Whereas** capital reserve funds may be appropriated by board resolution to support eligible or otherwise eligible capital projects, and

**Whereas** the Magnolia Board of Education acknowledges that State support for capital projects is not currently available, and

**Whereas** the Department of Facilities must approve all capital projects and will only move forward with approval of a properly submitted capital project if a local board of education declares an eligible capital project as “otherwise” eligible, and

**Whereas**, by declaring a capital project as “otherwise” eligible, the Magnolia Board of Education hereby declares that the above-mentioned projects will be supported in full with local capital reserve funds.

**Now Therefore Be It Resolved**, that the Magnolia Board of Education hereby declares the above referenced project as “otherwise” eligible and directs the School Business Administrator to request Department of Facilities Approval, and

**Be it Further Resolved**, that the Magnolia Board of Education hereby appropriates \$170,605.66 from its capital reserve fund to support the full cost of this project.

**Motioned by Edward Hoban, Seconded by Rebecca Ammen**

**Vote: To approve Item K**

**Roll Call Vote. All in favor: Mrs. Albrecht, Mrs. Ammen, Mr. D’Amico, Mr. Hoban, Mrs. Lang Staffieri, Mrs. Sorbello (6-0-0)**

**Motion Approved**

**Motion to Approve Item L**

**CM3 – HVAC  
upgrades**

- L. CM3 – To award a non fair and open contract to CM3 for HVAC upgrades (hook the new direct install units into our existing control system) for the 2017-2018 school year in the amount of \$34,800.00.**

**Motioned by Nick D’Amico, Seconded by Rebecca Ammen**

**Vote: To approve Item L**

**Roll Call Vote. All in favor: Mrs. Albrecht, Mrs. Ammen, Mr. D’Amico, Mr. Hoban, Mrs. Lang Staffieri, Mrs. Sorbello (6-0-0)**

**Motion Approved**

**Open Audience  
Participation II**

**Audience Participation II**

**Motioned by Nick D’Amico, Second by Edward Hoban**

**Vote: To approve Audience Participation II**



**Voice Vote. All in favor**

**Closed Audience  
Participation II**

**Closed Audience Participation II**

**Motioned by Edward Hoban, Seconded by Rebecca Lang Staffieri**

**Vote: To Close Audience Participation II**

**Voice Vote. All in favor**

**Recess into Closed  
Session**

**RECESS INTO CLOSED SESSION at approximately 7:50 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 Township 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 **8:20** p.m. this evening.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education of the Magnolia Township 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: litigation).

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

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 Personnel);

**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 Nick D'Amico, Seconded by Rebecca Ammen**

**Vote: To Enter Executive Session**  
**Voice Vote. All in favor**

**R. Ammen Left Meeting**

\*\*Rebecca Ammen left meeting at 7:54 pm

**R. Ammen Returned to Meeting**

\*\*Rebecca Ammen returned to meeting at 8:12 pm

**Action will not be taken after Executive Session**

**Resumption to Public Portion of the Meeting**

**RESUMPTION OF PUBLIC PORTION OF THE MEETING – 8:30 pm**

**Motioned by Edward Hoban, Seconded by Rebecca Ammen**

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

**Dave Cogan- Presentation pertaining to renaissance.**

**Adjournment**

**ADJOURNMENT**

**Motion to adjourn meeting at 8:43 pm by Edward Hoban, Seconded by Nick D'Amico.**

**Vote: To Adjourn meeting**  
**Voice Vote. All in favor**

**Respectfully submitted,**

**Greg Gontowski**  
**Board Secretary**