

**Magnolia School District  
Board of Education  
Regular Meeting  
Minutes  
December 21, 2016  
7:00 P.M.**

Mrs. Karen Sorbello opened the regular meeting at 7:03 p.m., leading the Pledge of Allegiance.

**Roll Call**

Mrs. Joyce Albrecht	Present
Mr. Nick D'Amico	Present
Ms. Rebecca Ammen	Absent
Mrs. Jennifer Gray	Present
Mr. Edward Hoban	Absent
Mrs. Rebecca Lang Staffieri	Absent – Arrived at 7:05
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 Karen Sorbello

\*\*\*Rebecca Lang Staffieri arrived at 7:05

**Election Results**

Election Results

Edward L. Hoban – 1061 votes  
Jennifer L. Gray – 1120 votes  
Rebecca A. Lang Staffieri – 1034 votes

**Approval of Minutes**

- Minutes and Executive Session Minutes of the Regular Board of Education meeting held on November 15, 2016.

**Motioned by Nick D'Amico, Seconded by Jennifer Gray**

**Vote: To approve Minutes**  
**Voice Vote. All in favor**

**Motion Approved**

**Audit Presentation**

**Audit Presentation**

**Audience  
Participation I**

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

**Motioned by Nick D'Amico, Seconded by Jennifer Gray**

**Vote: To approve opening of Audience Participation I**  
**Voice Vote. All in favor**

**Close – Audience Participation I**

**Close Audience Participation I**

**Motioned by Rebecca Lang Staffieri, Seconded by Jennifer Gray**

**Vote: To approve closing of Audience Participation I**  
**Voice vote. All in favor**

**BOE Business**

**BOARD OF EDUCATION BUSINESS**

**Unfinished Business**      None

**New Business**      None

**State and Local School Board Association**      Karen Sorbello – County meeting update  
**Superintendent’s Report**

**Superintendent’s Report**      **Personnel**

**Motion to Approve Personnel Items 1 thru 3**

- Ashley Schotter – Teaching Assistant**      1. Ms. Ashley Schotter as teaching assistant effective January 3, 2017 on step 3 at a salary of \$14,878
- Allison Kilpatrick – Medical Leave**      2. Ms. Allison Kilpatrick to take medical leave from January 2, 2017 with an anticipated return date of April 2017
- Julia Pugliese – Substitute Teach**      3. Ms. Julia Pugliese as a substitute teacher for the 2017-2018 school year at a rate of \$80.00 a day

**Motioned by Rebecca Lang Staffieri, Seconded by Jennifer Gray**

**Roll Call Vote. All in favor: Albrecht, D’Amico, Gray, Sorbello, and Lang Staffieri (5-0-0)**

**Motion Approved**

**Workshops**

**Motion to Approve Workshops Item 1**

- Tricia Singleton and Erin Sorrentino – Workshop 2/2/17**      1. Mrs. Tricia Singleton and Mrs. Erin Sorrentino to attend a workshop entitled Best Practices in Co-Teaching in Cherry Hill, NJ on February 2, 2017 at a cost of \$245.00 per person (to be taken out of professional development)

**Motioned by Nick D'Amico, Seconded by Jennifer Gray**

**Roll Call Vote. All in favor: Albrecht, D'Amico, Gray, Sorbello, and Lang Staffieri (5-0-0)**

**Motion Approved**

**Trips/Events**

**Motion to Approve Trip/Events Item 1**

**Trip – Great  
Adventure 6/5/17**

1. The Band and Choir trip to Great Adventure on Monday, June 5, 2017 from 9:00am to 7:30pm (this is not a board expensed trip)

**Motioned by Nick D'Amico, Seconded by Jennifer Gray**

**Roll Call Vote. All in favor: Albrecht, D'Amico, Gray, Sorbello, and Lang Staffieri (5-0-0)**

**Motion Approved**

**Motion to Approve Trips/Events Item 2**

**Renaissance and  
Student Council  
Dance 1/27/17**

2. The Renaissance and Student Council Interdistrict Dance on January 27, 2017 to be held at the Magnolia School from 7:00pm – 9:00pm

**Motioned by Nick D'Amico, Seconded by Jennifer Gray**

**Roll Call Vote. All in favor: Albrecht, D'Amico, Gray, Sorbello, and Lang Staffieri (5-0-0)**

**Vote: To approve Trips/Events Item 2**

**Voice Vote. All in favor**

**Motion Approved**

**Motion to Approve Trips Item 3**

**Girls' Basketball  
Team to participate  
in Tournament  
12/27/16 and 12/29/16**

3. The Magnolia Girls' Basketball team to participate in the 3<sup>rd</sup> Annual Paul VI Girls Basketball Shootout Tournament on December 27<sup>th</sup> and 29<sup>th</sup> at Paul VI High School in Haddonfield, NJ at a cost of \$125.00

**Motioned by Rebecca Lang Staffieri, Seconded by Jennifer Gray**

**Roll Call Vote. All in favor: Albrecht, D'Amico, Gray, Sorbello, and Lang Staffieri (5-0-0)**

**Motion Approved**

**Informational Items:**

**General**

**Building and Grounds     A. Building and Grounds**

1. A fire drill was conducted on November 16, 2016
2. A lockdown was November 28, 2016

**Curriculum                 B. Curriculum**

1. Teacher Evaluations
  - Walkthroughs plus conferences – 9
  - Long evaluations – 40
  - Short evaluations – 5

**Finance                         C. Finance**

1. The audit for the District year ended 6/30/16 has been completed.

**Motioned by Nick D’Amico, Seconded by Jennifer Gray – Letter of appreciation in the Business Administrator’s file.**

**Interdistrict                 D. Interdistrict**

1. Interdistrict Dance: Superintendent updated
2. SJTP Partnership has been dissolved: Superintendent updated

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

**Policy/Procedure             F. Policy/Procedure - None**

**Public Relations/Liaison     G. Public Relations/Liaison - None**

**Student/Parental Issues and Concerns     H. Student/Parental Issues and Concerns**

1. HIB Report – Two investigations have begun (Superintendent discussed)

**Principal’s Report             I Principal’s Report**

1. Mr. Johnson’s principals report (**attachment**)

**Board Secretary Report                 BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORT**

**Informational Items     Informational Items:**

- **JIF Award - \$3,000.00**

- **Governance Training**
- **Rod Update**

**Board Actions**

**Board Actions:**

**Motion to approve Items A thru C**

**Monthly Reports**

**A. Monthly Reports**

The Budget Summary and Revenue Summary for the month of October 2016 (**Attachment A1 and A2**).

**Transfer of Funds**

**B. Transfer of Funds**

The attached transfer list, with the recommendation of the Superintendent, for the month of October 2016 (**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 October 2016. 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 October 2016. The Treasurer's Report and Secretary's report are in agreement for the month of October 2016. (**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.

**Motioned by Rebecca Lang Staffieri, Seconded by Jennifer Gray**

**Roll Call Vote. All in favor: Albrecht, D'Amico, Gray, Sorbello, and Lang Staffieri (5-0-0)**

**Motion Approved**

**Motion to approve Items D and E**

**Warrants**

**D. Warrants**

The attached bill lists:

- November 2016 payroll (**Attachment D1**)
- December 2016 warrants (**Attachment D2**)

**Voided Check**

**E. Void Check**

The voiding of the following warrant account check:

#5516 \$220.0011/15/16 Comtec Systems, Inc.

**Motioned by Nick D'Amico, Seconded by Jennifer Gray**

**Roll Call Vote. All in favor: Albrecht, D'Amico, Gray, Sorbello, and Lang Staffieri (5-0-0)**

**Motion Approved**

**Motion to approve Items F thru J**

**Maple Shade- Tuition  
Student #2169910198**

**F. Tuition Contract** - To approve tuition contract with Maple Shade Board of Education for student #2169910198 in the amount of \$11,258.00 for the 2016-2017 school year.

**Maple Shade- Tuition  
Student #1983793506**

**G. Tuition Contract** - To approve tuition contract with Maple Shade Board of Education for student #1983793506 in the amount of \$11,277.00 for the 2016-2017 school year.

**Maple Shade- Tuition  
Student #8681283223**

**H. Tuition Contract** - To approve tuition contract with Maple Shade Board of Education for student #8681283223 in the amount of \$11,741.00 for the 2016-2017 school year.

**BOE Meeting Date  
Change from 3/21/17  
to 3/15/17**

**I. Board Meeting Date Change** - To approve changing the regularly scheduled Tuesday, March 21, 2017 board meeting to Wednesday, March 15, 2017 at 7:00 PM.

**BOE Meeting Date  
Change from 4/18/17  
to 4/12/17**

**J. Board Meeting Date Change** - To approve changing the regularly scheduled Tuesday, April 18, 2017 board meeting to Wednesday, April 12, 2017 at 7:00 PM.

**Motioned by Rebeca Lang Staffieri, Seconded by Jennifer Gray**

**Roll Call Vote. All in favor: Albrecht, D’Amico, Gray, Sorbello, and Lang Staffieri (5-0-0)**

**Motion Approved**

**Motion to approve Items K and L**

**Budget Calendar**

**K. Budget Calendar - To approve the 2017-2018 Budget Manual/Calendar. (Attachment E1)**

**Audit**

**L. Audit – To approve acceptance of the June 30, 2016 audit report with no recommendations. The audit was officially presented at the December 21, 2016 meeting and a summary of audit was made available to the public.**

**Motioned by Nick D’Amico, Seconded by Jennifer Gray**

**Roll Call Vote. All in favor: Albrecht, D’Amico, Gray, Sorbello, and Lang Staffieri (5-0-0)**

**Motion Approved**

**Board Secretary’s  
Addendum Report**

**Board Actions:**

**Motion to approve Addendum Item A**

**A. Non-Fair and Open**

**ERCO Contract 2016-  
2017**

To award a non fair and open contract to ERCO for the 2016-2017 school year in the amount of \$19,200.00 for the purchase and installation of shades.

**Motioned by Nick D’Amico, Seconded by Jennifer Gray**

**Roll Call Vote. All in favor: Albrecht, D’Amico, Gray, Sorbello, and Lang Staffieri (5-0-0)**

**Motion Approved**

**Audience  
Participation II**

**Audience Participation II - None in attendance**

**Recess into Closed  
Session**

**RECESS INTO CLOSED SESSION at approximately 7:35 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 7:50 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 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 Superintendent's Evaluation

**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 Lang Stafferi, Seconded by Jennifer Gray**

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

**Action will be taken after Executive Session**

**Resumption to Public  
Portion of the  
Meeting**

**RESUMPTION OF PUBLIC PORTION OF THE MEETING – 8:05 pm**

**Motioned by Nick D'Amico, Seconded by Jennifer Gray**

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



**Superintendent's  
Evaluation 15-16**

**Motion to approve Superintendent's evaluation for the 2015-2016 school year.**

**Motioned by Nick D'Amico, Seconded by Jennifer Gray**

**Vote: To approve Superintendent's Evaluation  
Voice vote. All in favor.**

**Motion Approved**

**Adjournment**

**ADJOURNMENT**

**Motion to adjourn meeting at 8:07 pm by Rebecca Lang Staffieri, Seconded  
by Jennifer Gray.**

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

**Respectfully submitted,**

**Greg Gontowski  
Board Secretary**

