

**Magnolia School District
Board of Education
Regular Meeting
Minutes
December 12, 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	Absent
Mr. Nick D'Amico	Present
Mr. Edward Hoban	Present
Mrs. Rebecca Lang Staffieri	Present
Mr. Eric Virostek	Present
Mrs. Karen Sorbello	Present

Other Attendees

Dr. Warren Pross, Superintendent
Mr. Greg Gontowski, Business Administrator/Board Secretary
Mr. Brett Gorman, Solicitor

Mission Statement

Mission Statement was read by Nick D'Amico

ELECTION RESULTS

Joyce S. Albrecht – 580 votes
Karen B. Sorbello – 588 votes

**Recess into Closed
Session**

RECESS INTO CLOSED SESSION at approximately 7:02 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 **7:20 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 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 Shared Services) ;

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 Edward Hoban, Seconded by Rebecca Lang Staffieri

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 – 7:20 pm

Motioned by Nick D'Amico, Seconded by Edward Hoban

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

Approval of Minutes

1. Minutes and Executive Session Minutes of the Regular Board of Education meeting held on November 21, 2017.

Motioned by Rebecca Edward Hoban, Seconded by Rebecca Lang Staffieri

Vote: To approve Minutes
Voice Vote. All in favor

Motion Approved

Safety Star Award

Safety Star of the year award presentation

Audit Presentation

Audit presentation

**Open Audience
Participation I**

Open Audience Participation I – AGENDA ITEMS ONLY

Motioned by Nick D’Amico, Seconded by Edward Hoban

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

**Close Audience
Participation I**

Close Audience Participation I

Motioned by Edward Hoban, Seconded by Rebecca Lang Staffieri

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

BOARD OF EDUCATION BUSINESS

Unfinished Business

None

New Business

None

**State and Local School
Board Association**

None

Superintendent’s Report

Superintendent’s Report

Personnel

Motion to Approve Personnel Items 1 and 2

**With Regret Accept
Resignation of Karen
McNally 6/30/18**

1. To accept with regret the retirement of Karen McNally effective June 30, 2018. (**Attachment**)

**With Regret Accept
Resignation of Matthew
Myszka 6/30/18**

2. To accept with regret the retirement of Matthew Myszka effective June 30, 2018. (**Attachment**)

Motioned by Edward Hoban, Seconded by Rebecca Lang Staffieri

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

Motion Approved

Motion to Approve Personnel Items 3 and 4

**Erin Sorrentino –
Maternity Leave/Family
Leave 2/23/18**

3. Erin Sorrentino to take maternity leave effective February 23, 2018 and to invoke the family leave act with an anticipated return date of September 1, 2018.

**Chrystal Merrigan –
Temporary Leave 1/11/18
thru 5/7/18**

4. Chrystal Merrigan to take a temporary leave of absence effective January 11, 2018 with a return date of May 7, 2018.

Motioned by Edward Hoban, Seconded by Nick D'Amico

Vote: To approve Personnel Items 3 and 4

Voice Vote. All in favor

Motion Approved

Motion to Approve Personnel Item 5

**Ratification of Brian
Tang – Substitute
Teacher 17-18**

- 5. Ratification of Brian Tang as substitute teacher at a rate of \$80.00 a day for the 2017-2018 school year.**

Motioned by Edward Hoban, Seconded by Rebecca Lang Stafferi

Vote: To approve Personnel Item 5

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

Motion Approved

Motion to Approve Personnel Item 6

**Steve Kreal – Co-Advisor
for Lego Robotics
Program 17-18 Stipend**

- 6. Steve Kreal as co-advisor for our Lego Robotics program for the 2017-2018 school year at a stipend of \$1338.00.**

Motioned by Edward Hoban, Seconded by Eric Virostek

Vote: To approve Personnel Item 5

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

Motion Approved

Motion to Approve Trips Items 1 and 2

**Filed Trip – Deptford
Skating Center 3/23/18**

- 1. The Band, Glee Club, and Choir trip to the Pitman Theatre to see Jungle Book and to the Deptford Skating Center on Friday, March 23, 2018 (this is not a Board expensed trip).**

**Field Trip Great
Adventure 6/6/18**

- 2. The Band, Glee Club, and Choir trip to Great Adventure on Wednesday, June 6, 2018 (this is not a Board expensed trip).**

Motioned by Rebecca Lang Staffieri, Seconded by Edward Hoban

Vote: To approve Trips Items 1 and 2

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

Motion Approved

Trips Item 3 Tabled

Trips Item 3 Tabled

Self-medication

Motion to Approve Self-medication Item 1

**Self-medication – Student
#17-03**

1. Self-medication of student #17-03 as per board policy

Motioned by Edward Hoban, Seconded by Eric Virostek

**Vote: To approve Self-medication Item 1
Voice Vote. All in favor**

Motion Approved

**Superintendent's
Addendum Report**

Superintendent's Addendum Report

Motion to Approve Addendum Item 1

**With Regret Accept the
Retirement of Marie
Bracken 1/1/18**

1. To accept with regret the retirement of Marie Bracken as lunch aide effective January 1, 2018.

Motioned by Edward Hoban, Seconded by Eric Virostek

**Vote: To approve Superintendent's Addendum Item 1
Voice Vote. All in favor**

Motion Approved

Motion to Approve Superintendent's Addendum Items 2 and 3

**Alexa Massa –
Substitute Teach 17-18**

2. Alexa Massa as substitute teacher for the 2017-2018 school year at a rate of \$80.00 a day.

**Emily Royds – Rutgers
Student – Spring 2018
Practicum 1/22/18 thru
5/4/18**

3. Emily Royds, a student from Rutgers University, to do her Spring 2018 Practicum with Jennifer Pontarelli from January 22 thru May 4, 2018.

Motioned by Edward Hoban, Seconded by Eric Virostek

**Vote: To approve Superintendent's Addendum Items 2 and 3
Roll Call Vote. All in favor: Mrs. Albrecht, Mr. D'Amico, Mr. Hoban, Mrs.
Lang Staffieri, Mr. Virostek and Mrs. Sorbello (6-0-0)**

Motion Approved

Informational Items

General

Building and Grounds

A. Buildings and Grounds

1. A fire drill was conducted on November 2, 2017
2. An Evacuation was conducted on November 22, 2017
3. New security measures: Superintendent updated
4. Gas malfunction: Superintendent updated

Curriculum

B. Curriculum

1. Teacher Evaluations
 - Walkthroughs plus conferences - 5
 - Long evaluations - 44
 - Short evaluations – 1

Finance

C. Finance -None

Interdistrict

D. Interdistrict

1. Interdistrict Meeting, December 6, 2017: Superintendent discussed.

Negotiations

E. *Negotiations/Contractual – Executive Session

Policy/Procedure

F. Policy/Procedure - None

Public Relations/Liaison

G. Public Relations/Liaison - None

Student/Parental

H. Student/Parental Issues and Concerns

1. HIB Report: One report in process

Principal's Report

I. Principal's Report

1. Mr. Johnson's principal report (**Attachment**)

BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORT

**Board Secretary Report
Board Actions**

Informational Items:

Board Actions:

Motion to Approve Items A thru D

Monthly Reports

A. Monthly Reports

The Budget Summary and Revenue Summary for the month of October 2017 (**Attachment A1 & A2**).

Transfer of Funds

B. Transfer of Funds

The attached transfer list, with the recommendation of the Superintendent, for the month of October 2017 (**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 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. (**Attachment C1**)
2. Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of October 2017. The Treasurer's Report and Secretary's report are in agreement for the month of October 2017. (**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.

Warrants

D. Warrants

The attached bill lists:

- November 2017 payroll (**Attachment D1**)
- December 2017 warrants (**Attachment D2**)

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

Vote: To approve Items A thru D

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

Motion Approved

Motion to Approve Items E thru G

**Tuition Contract with
Glassboro BOE – Student
#8688264241 17-18
School year**

E. Tuition Contract - To approve tuition contract with Glassboro Board of Education for student #8688264241 in the amount of \$14,506.00 (to be prorated) for the 2017-2018 school year.

**Transportation Contract
– Guardian Student
#3375903109 17-18
School year**

F. Transportation Contract - To approve transportation contract with guardian of student #3375903109 in the mount of \$2,000.00 for the 2017-2018 school year.

**Acceptance of Audit June
30, 2017**

G. Audit – To approve acceptance of the June 30, 2017 audit report with no recommendations. The audit was officially presented at the December 12, 2017 meeting and a summary of audit was made available to the public.

Motioned by Rebecca Lang Staffieri, Seconded by Nick D’Amico

Vote: To approve Items E thru G

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

Motion Approved

Informational Items:

**Board Secretary’s
Addendum Report**

Board Actions:

Motion to approve Addendum Items A and B

**Behaviorist Contract –
To award a non fair and
open contract to Brett
DiNovi & Associates, 17-
18**

A Behaviorist Contract – To award a non fair and open contract to Brett DiNovi & Associates, LLC for behavioral consultant in the amount of \$115.00 per hour and for a clinical associate in the amount of \$45.00 per hour in an amount to exceed \$17,500.00 for the 2017-2018.

**WJ Gross Payment -
prior to January 2, 2018**

B WJ Gross Payment – To approve final payment to WJ Gross in the amount of \$67,292.30 prior to January 2, 2018 board meeting (to be included on January bill list).

Motioned by Eric Virostek, Seconded by Edward Hoban

Vote: To approve Addendum Items A and B

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

Motion Approved

**Open Audience
Participation II
Adjournment**

Audience Participation II - None in attendance

ADJOURNMENT

Motion to adjourn meeting at 7:45 pm by Nick D'Amico, Seconded by Edward Hoban.

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

Respectfully submitted,

**Greg Gontowski
Board Secretary**