

**Magnolia School District
Board of Education
Regular Meeting
Minutes
March 27, 2018
6:00 P.M.**

- Roll Call** Mrs. Karen Sorbello opened the regular meeting at 6:00 p.m., leading the Pledge of Allegiance.
- | | |
|-----------------------------|---------|
| Mrs. Joyce Albrecht | Present |
| Ms. Rebecca Ammen | Present |
| 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 Karen Sorbello
- Approval of Minutes**
 - Minutes of the Regular Board of Education meeting held on February 20, 2018.**Motioned by Rebecca Lang Staffieri, Seconded by Edward Hoban**
Vote: To approve Minutes
Voice Vote. All in favor **Rebecca Ammen – Abstained
Motion Approved
- Open Audience Participation I** **Open Audience Participation I – AGENDA ITEMS ONLY**
Motioned by Nick D’Amico, Seconded by Rebecca Ammen
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

	<u>BOARD OF EDUCATION BUSINESS</u>
Unfinished Business	None
New Business	None
State and Local School Board Association	Karen Sorbello – 8 th Grade dialogue
	BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORT
Board Secretary's Report and Addendum Report	<u>Informational Items:</u> -Financial Disclosure Forms – 3 people left <u>Board Actions:</u> Motion to Approve Items A and Addendum Item A
Monthly Reports	A. Monthly Reports The Budget Summary and Revenue Summary for the month of January 2018 (Attachment A1 & A2).
Warrants	A. Warrants The attached bill lists: <ul style="list-style-type: none">▪ March 2018 warrants (Attachment A1)
	Motioned by Rebecca Lang Staffieri, Seconded by Rebecca Ammen Vote: To approve Items A and Addendum Item A Roll Call Vote. All in favor: Mrs. Albrecht,** Mrs. Ammen, Mr. D'Amico, Mr. Hoban, Mrs. Lang Staffieri, Mr. Virostek and Mrs. Sorbello (6-0-1) ** Mrs. Ammen Abstained
	<u>Motion Approved</u>
Transfer of Funds	Motion to Approve Items B thru E B. Transfer of Funds The attached transfer list, with the recommendation of the Superintendent, for the month of January 2018 (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 January 2018. 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 January 2018. The Treasurer's Report and Secretary's report are in agreement for the month of January 2018 (**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:

- February 2018 payroll (**Attachment D1**)
- March 22018 warrants (**Attachment D2**)

Voided Checks

E. Void Checks

To approve voiding of the following warrant account checks:

#7157	\$1,451.20	02/20/18	Somerdale BOE
#7012	\$2,677.28	01/05/18	K7 Computing Private

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

Vote: To approve Items B thru E

Roll Call Vote. All in favor: Mrs. Albrecht, Mrs. Ammen, Mr. D'Amico, Mr. Hoban, Mrs. Lang Staffieri, Mr. Virostek and Mrs. Sorbello (6-0-1) ** Mrs. Ammen Abstained**

Motion Approved

Motion to Approve Items F thru H

ACES Natural Gas

F. ACES – Natural Gas

To approve the attached resolution 2018-3-1 approving participation for natural gas services through the Alliance for Competitive Energy Services (ACES) (**Attachment F1**).

Just Kids

G. Just Kids – To approve contract with Archway Programs to run Just Kids for the 2018-2019 school year.

Shared Services Agreement with Woodlynne

H. Shared Services Agreement – To approve shared service agreement with Woodlynne Board of Education for Business Office Services in the amount of \$137,958.00 less the refund of \$10,458.00 per attached contract for the 2018-2019 school year (**Attachment H1**).

Motioned by Nick D’Amico, Seconded by Edward Hoban

Vote: To approve Items F and H

Roll Call Vote. All in favor: Mrs. Albrecht, Mrs. Ammen, Mr. D’Amico, Mr. Hoban, Mrs. Lang Staffieri, Mr. Virostek and Mrs. Sorbello (7-0-0)

Vote: To approve Item G

Roll Call Vote. All in favor: Mrs. Albrecht, **Mrs. Ammen, Mr. D’Amico, Mr. Hoban, Mrs. Lang Staffieri, Mr. Virostek and Mrs. Sorbello (6-1-0) ** Mrs. Ammen Voted No

Motion Approved

2018-2019 Budget and Resolution

Motion to Approve Items I and J

I. 2018-2019 Budget and Resolution

It is recommended that the Magnolia Board of Education approve 2018-2019 School Year Budget, and Resolution, for submission to the Executive County Office of Education.

RESOLUTION

WHEREAS, the Magnolia Board of Education has developed its 2018-2019 School Budget,

WHEREAS, NJAC 6:19-2.7 (a) requires Magnolia Board of Education to adopt and submit a formal Board resolution.

BE IT RESOLVED to approve the 2018-2019 school budget as presented by the administration which includes the following:

	Budget	Local Tax Levy
General Fund	\$8,379,192.00	\$4,084,856.00
Special Revenue Fund	\$234,446.00	
Debt Service Fund	\$262,425.00	\$208,021.00
Total Base Budget	\$8,876,063.00	\$4,292,877.00

See Attachments (Revenues and Appropriations)

Travel Budget

- J. Maximum Travel Budget** – It is recommended that the Board of Education approve the following Resolution:

WHEREAS, the Magnolia Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$200 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$12,000.00 for all staff and board members.

Motioned by Edward Hoban, Seconded by Rebecca Ammen

Vote: To approve Items I-J

Roll Call Vote. All in favor: Mrs. Albrecht, Mrs. Ammen, Mr. D'Amico, Mr. Hoban, Mrs. Lang Staffieri, Mr. Virostek and Mrs. Sorbello (7-0-0)

Motion Approved

**Rebecca Ammen
Left the Meeting**

Rebecca Ammen left meeting at 6:30

**Superintendent's
Report**

Superintendent's Report

**G. Nichols –
Substitute
custodian**

Motion to Approve Personnel Items 1 thru 3

1. Ratification of Gregory Nichols as substitute custodian for the 2017-2018 school year at a rate of \$13.00 an hour.
2. Ratification of Mary Beth Gross to work a maximum of 20 hours during the remainder of the 2017-2018 school year collating curriculum standards at a rate of \$10.00 an hour.
3. Aphrodite Dellaporta to finish her Special Education Portfolio coursework the summer of 2018 in the amount of \$750.00 (to be paid August 2019 as per contract).

**Mary Beth Gross
– 20 Hours
Collating
Curriculum
Standard 17-18**

**A. Dellaporta –
Finish Special Ed.
Portfolio Summer
2018**

Motioned by Nick D'Amico, Seconded by Edward Hoban

Vote: To approve Items 1 thru 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

**County Approved
Assistant
Superintendent
Contract 18-19**

Motion to Approve Personnel Items 4 and 5

4. The County approved Assistant Superintendent contract for the 2018-2019 school year (July 1st thru August 31st)
5. The County approved Acting Superintendent contract for the 2018-2019 school year

**County Approved
Acting
Superintendent
Contract 18-19**

Motioned by Nick D'Amico, Seconded by Edward Hoban

Vote: To approve Items 4 and 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

**Superintendent's
Addendum
Report**

Superintendent's Addendum Report

Motion to Approve Addendum Item 1

Motion to Approve:

**Sarah Barnes –
School Nurse
Effective 4/9/18**

1. Sarah Barnes as School Nurse effective April 9, 2018 on Step 1 as a BA+15 at a salary of \$51,574.

Motioned by Edward Hoban, Seconded by Nick D'Amico

Vote: To approve Item Addendum Item 1

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 Item 7

**A. Williams and
F. Ciurlino –
Substitute
Teacher 17-18**

7. Abigail Williams and Frank Ciurlino as substitute teachers for the remainder of the 2017-2018 school year at a rate of \$80.00 per day.

Motioned by Edward Hoban, Seconded by Eric Virostek

Vote: To approve Item 7

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

Trips

**8th Grade Dinner
Dance –
Ramblewood
6/1/18**

1. The 8th grade Dinner Dance to the Ramblewood Country Club in Mt. Laurel NJ on June 1, 2018 (Board will pay for one bus at a cost of \$245.00).

Motioned by Rebecca Lang Staffieri, Seconded by Edward Hoban

Vote: To approve Trips

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 Policies

Policies

**2nd Reading
Policies**

1. 2nd reading of the following policies:
0169.02 Board Member Use of Social Networks (attachment)
7425 Lead Testing of Water in Schools (attachment)
9242 Use of Electronic Signatures (attachment)

Motioned by Edward, Seconded by Nick D'Amico

Vote: To approve Policies Item 1

Voice Vote. All in favor

Motion Approved

Superintendent's Addendum Report	<u>Informational Items</u> <u>General</u>
Building and Grounds	A. <u>Buildings and Grounds</u> <ol style="list-style-type: none">1. A fire drill was conducted on February 20, 20182. A evacuation drill was conducted on February 26, 20183. Security: updated
Curriculum	B. <u>Curriculum</u> <ol style="list-style-type: none">1. Teacher Evaluations<ul style="list-style-type: none">• Walkthroughs plus conferences - 7• Long evaluations - 45• Short evaluations – 40
Finance	C. <u>Finance</u> <ol style="list-style-type: none">1. Shared Service: Superintendent discussed
Interdistrict	D. <u>Interdistrict</u> - None
Negotiations	E. <u>*Negotiations/Contractual – Executive Session</u> – None
Policy/Procedure	F. <u>Policy/Procedure</u> <ol style="list-style-type: none">1. Strauss Esmay Policy Book: Superintendent discussed
Public Relations/Liaison	G. <u>Public Relations/Liaison</u> <ol style="list-style-type: none">1. Liaison Committee: Superintendent discussed
Student/Parental	H. <u>Student/Parental Issues and Concerns</u> <ol style="list-style-type: none">1. Remembrance Ceremony: Superintendent discussed2. HIB Report: One HIB - discussed3. Eighth Grade Dialogue: Superintendentdiscussed
Principal's Report	I. <u>Principal's Report</u> <ol style="list-style-type: none">1. Mr. Johnson's principal report (Attachment)
Audience Participation II	Audience Participation II - None
Executive Session	Executive Session - None

Adjournment

ADJOURNMENT

Motion to adjourn meeting at 7:30 pm by Edward Hoban, Seconded by Rebecca Lang Staffieri

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

Respectfully submitted,

**Greg Gontowski
Board Secretary**