

**Magnolia School District  
Board of Education  
Regular Meeting  
Minutes  
November 15, 2016  
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
Mr. Nick D'Amico	Present
Ms. Rebecca Ammen	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. Brett Gorman, Solicitor

Mission Statement was read by Rebecca Ammen

**Mission Statement**

- Minutes and Executive Session Minutes of the Regular Board of Education meeting held on October 18, 2016.

**Approval of Minutes**

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

**Vote: To approve Minutes**

**Voice Vote. All in favor \*\*Rebecca Ammen Abstained**

**Motion Approved**

**Audience  
Participation I**

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

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

**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 Ammen**

**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 – Mentioned Meeting in December  
**Superintendent's Report**

**Superintendent's  
Report**                      \*\* Congratulations to reelected board members

**Personnel**

**Motion to Approve Personnel Item 1**

**Mrs. Barbara Jean  
Okeson-Brandt –  
Retirement 6/30/14**

1. To accept with regret after 25 years of service the retirement of Mrs. Barbara Jean Okeson-Brandt effective June 30, 2017 (**attached**)

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

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

**Motion Approved**

**Motion to Approve Personnel Items 2 thru 4**

**Resignation – Wayne  
James**

2. Ratification to accept the resignation of Mr. Wayne James as part time custodian effective October 21, 2016

**Richard Adamski –  
Part Time Custodian  
to Full Time**

3. Ratification for Mr. Richard Adamski from part time custodian to full time custodian effect November 1, 2016 at a salary of \$36,772 (pro-rated)

**Dana Williams –  
Part Time One-On-  
One Teacher's Aid**

4. Ratification to hire Mrs. Dana Williams as a part time one on one teacher's aide effective November 1, 2016 on Step 6 at a salary of \$6,404.50 (pro-rated)

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

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

**Motion Approved**

**Motion to Approve Personnel Items 5 thru 8**

**Amanda Rosenblatt  
– Maternity Leave**

5. Mrs. Amanda Rosenblatt to take maternity leave effective December 8, 2016 with an anticipated return date of March 1, 2017

**Paul Sorrentino –  
Robotics Club**

6. Mr. Paul Sorrentino to chair a Robotics club for the 2016-2017 school year

**G. Marusiak and E.  
Panett – Substitute  
Teachers**

7. Mr. George Marusiak and Mrs. Elizabeth Panetta as substitute teachers for the 2016-2017 school year at a rate of \$80.00 a day

**C. Camerieri –  
Volunteer for the  
Magnolia Girls’  
Basketball Team**

8. Ratification of Mr. Connor Camerieri as a volunteer for the Magnolia Girls’ Basketball Team

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

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

**Motion Approved**

### **Workshops**

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

**Allison Kilpatrick –  
Workshop 12/13/16**

1. Miss. Allison Kilpatrick to attend a workshop entitled Creating Motivation and Engaging Makerspaces in your Classroom and School in Cherry Hill, NJ on December 13, 2016 at a cost of \$245.00 a day (to be taken out of professional development)

**Paul Sorrentino –  
Workshop 12/15/16**

2. Mr. Paul Sorrentino to attend a workshop entitled Empowering Writers, Expos and Opinion, Essays and Reports in Cherry Hill, NJ on December 15, 2016 at a cost of \$372.85 (to be taken out of Title II)

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

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

**Motion Approved**

### **Trips**

#### **Motion to Approve Trips Items 1 thru 3**

**Field Trip CCTS  
10/28/16**

1. Ratification of the 8<sup>th</sup> grade class trip to Camden County Technical School to see a performance of “Hamlet, Zombie Killer of Denmark on October 28, 2016 (This is not a board expensed trip and the bus was provided by CCTS)

**Field Trip Pitman  
Theatre and  
Deptford Skating  
Rink 4/7/17**

2. The Band, Glee Club and Choir trip to the Pitman Theatre and the Deptford Skating Rink on Friday April 7, 2017 (This is not a board expensed trip)

**Field Trip Great  
Adventure 6/5/17**

3. The Band and Choir trip to Great Adventure on Monday June 5, 2017 (This is not a board expensed trip)

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

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

**Motion Approved**

**Informational Items:**

**General**

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

1. A fire drill was conducted on October 18, 2016
2. A shelter in place lock down was conducted on October 31, 2016

**Curriculum                B. Curriculum**

1. Teacher Evaluations
  - Walkthroughs plus conferences – 9
  - Long evaluations – 35
  - Short evaluations – 0

**Finance                      C. Finance - None**

**Interdistrict                D. Interdistrict**

1. Interdistrict transportation: Superintendent updated

**Negotiations              E. \*Negotiations/Contractual (Executive Session)**

**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 investigation completed (Superintendent discussed)

**Principal's Report        I Principal's Report**

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

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

## **Report**

### **Informational Items**

#### **Informational Items:**

- **JIF Dinner**
- **December meeting date change reminder**

### **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 September 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 September, 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 September 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 September 2016. The Treasurer's Report and Secretary's report are in agreement for the month of September 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 Edward Hoban, Seconded by Rebecca Lang Staffieri**

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

**Motion Approved**

**Motion to approve Item D**

**Warrants**

**D. Warrants**

The attached bill lists:

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

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

**Roll Call Vote. All in favor: Albrecht, \*\*Ammem, D'Amico, Hoban, Sorbello, and Lang Staffieri (5-0-1)**

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

**Motion Approved**

**Motion to approve Items E thru K**

**Tuition –GCSSSD  
Student #6443053032**

- E. Tuition Contract** - To approve tuition contract with Gloucester County Special Services School District for student #6443053032 in the amount of \$34,920.00 for the 2016-2017 school year.

**Tuition – GCSSSD  
Student #9027216807**

- F. Tuition Contract** - To approve tuition contract with Gloucester County Special Services School District for student #9027216807 in the amount of \$34,920.00 for the 2016-2017 school year.

**Tuition – GCSSSD  
Student #2647263793**

- G. Tuition Contract** - To approve tuition contract with Gloucester County Special Services School District for student #2647263793 in the amount of \$36,540.00 for the 2016-2017 school year.

**Epic Health Services**

- H. Epic Health Services** - To award a non fair and open contract to Epic Health Services, Inc. for substitute RN services for student #3963950202 in the amount of \$55.00 per hour for the 2016-2017 school year.

**Comprehensive  
Maintenance Plan 17-  
18**

- I.** To approve the 2017-2018 comprehensive maintenance plan for submission to the county (**Attachment II**).

**Form M-1**

**J. Form M-1**

To approve the 2017-2018 Form M-1 for submission to the county  
(Attachment J1).

**Payment of bills to  
SJTP**

**K. Payment of Bills**

To approve the payment of bills to SJTP prior to board approval for  
payments related to the

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

**Items E and H thru K**

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

**Motion Approved**

**Item F and G**

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

**Motion Approved**

**Audience  
Participation II**

**Audience Participation II** - None in attendance

**Recess into Closed  
Session**

**RECESS INTO CLOSED SESSION at approximately 8:02 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 **8:15** 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 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 Rebecca Lang Stafferi, Seconded by Rebecca Ammen**

**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 – 8:20 pm**

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

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

**Adjournment**

**ADJOURNMENT**

**Motion to adjourn meeting at 8:20 pm by Edward Hoban, Seconded by Rebecca Ammen.**

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

**Respectfully submitted,**

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



