

**Brooklawn Board of Education Meeting Minutes  
Meeting, 8/20/20, 7:00pm**

Kass Maass, President (present)  
Michele Cecilio, Vice President (present)  
James Everett (present)  
Jeff Haller (present)  
Iwona Kuczek (present)  
Colin MacAdams (present)  
Thomas Virden (present)  
  
Dr. Samuel Rosetti, Superintendent/Principal -  
ACES (present)  
  
Mr. Samuel L. Dutkin, Business Administrator/Board  
Secretary (present)

**I. Call To Order**

Ms. Kass Maass, President of the Board of Education

**II. Flag Salute**

Ms. Kass Maass, President of the Board of Education

**III. Statement of Conformance/Roll Call**

Mr. Samuel Dutkin, Business Administrator/Board Secretary

Public notice of this meeting pursuant to the Open Public Meetings act has been given by the Board Secretary in the following manner:

- A. Posting written notice on the doors of Alice Costello School and the Brooklawn Borough Hall.
- B. Sending notice to the Gloucester City News and Courier Post newspapers
- C. Posting on the district website

**IV. Presentations**

None

**V. Public Participation: Agenda Items Only (7:06 pm)**  
*(Three minutes maximum unless extended by discretion of the president; time may not be deferred to other speakers)*

MOTION	MOVED BY	SECOND	VOTE TYPE	YES	NO	ABSTAIN
Open Public Comment	Mrs. Cecilio	Mr. Everett	Voice Vote	7	0	0

None

MOTION	MOVED BY	SECOND	VOTE TYPE	YES	NO	ABSTAIN
Close Public Comment	Mrs. Cecilio	Mr. Everett	Voice Vote	7	0	0

**VI. Approval of Minutes**

Items for action- The superintendent recommends the approval of the following items:

1. Approval of minutes from July 23, 2020 and August 6, 2020

MOTION	MOVED BY	SECOND	VOTE TYPE	YES	NO	ABSTAIN
Approve Item 1	Mr. MacAdams	Mrs. Kuczek	Roll Call Vote	7	0	0

**VII. Governance/Policy**

Items for action- The superintendent recommends the approval of the following items:

1. Motion to approve a second reading and adoption of the following policies and regulations:
  - P 1649 Federal Families First Coronavirus (COVID-19) Response Act (FFCRA) (M) (New)
  - P 2270 Religion in Schools (Revised)
  - P 2431.3 Heat Participation Policy for Student-Athlete Safety (M) (Revised)
  - P 2622 Student Assessment (M) (Revised)
  - P & R 5111 Eligibility of Resident/Nonresident Students (M) (Revised)
  - P & R 5200 Attendance (M) (Revised)
  - P & R 5320 Immunization (Revised)
  - P & R 5330.04 Administering an Opioid Antidote (M) (Revised)
  - P 5610 Suspension (M) (Revised)
  - R 5610 Suspension Procedures (M) (Revised)
  - P 5620 Expulsion (M) (Revised)
  - P & R 8320 Personnel Records (M) (Revised)

2. Motion to suspend the rules of Bylaw #0131 requiring two (2) Board readings to adopt a policy, and adopt the following policies with one reading. (Suspension of Bylaw #0131 will end on August 21, 2020):
  - A. P 1648 Restart and Recovery Plan
  - B. P 1648.02 Remote Learning Options for Families

MOTION	MOVED BY	SECOND	VOTE TYPE	YES	NO	ABSTAIN
Approve Items 1-2	Mrs. Kuczek	Mrs. Cecilio	Roll Call Vote	7	0	0

3. Motion to approve the Brooklawn School District Restart and Recovery Plan (remote learning until October 8, 2020, at which time the plan will be reviewed. The October BOE meeting will be moved to October 8, 2020).

*Discussion of new remote learning option. We will be looking into our filters and what our unit ventilators can take as well as the window A/C units. Expression of opinions of concerns for the health and safety of students and staff and opinions on whether to return in person or not.*

MOTION	MOVED BY	SECOND	VOTE TYPE	YES	NO	ABSTAIN
Approve Item 3	Mrs. Kuczek	Mrs. Cecilio	Roll Call Vote	6	1 (Mrs. Kuczek)	0

## **VII. Finance**

Items for action- The superintendent recommends the approval of the following items:

1. Transfer list for June 2020
2. Board's Certification: Pursuant to N.J.A.C. 6A:23-2.12 (c) 4, the Brooklawn Board of Education certifies that as of June 30, 2020 and after review of the Secretary's Monthly Annual Financial Report appropriations section as presented and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.12-(a) 1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year (N.J.A.C. 6A:23-2.12 (c) 4)

The Brooklawn Board of Education, after review of the School Business Administrator/Board Secretary's and Treasurer's monthly financial reports and upon consultation with the appropriate school district officials, shall certify in the minutes of the board each month that no fund has been over-expended in violation of (b) above, and that sufficient funds are available to meet the district board of education's financial obligations for the remainder of the fiscal year. N.J.A.C. 6A:23-2.12-(a), a district board of education shall only approve an encumbrance or expenditure (liability or payment) that, when added to the total of existing encumbrances and expenditures does not exceed the amount appropriated by the district board of education in the applicable line item account established pursuant to the minimum chart of accounts referenced in N.J.A.C. 6A:23-2.2(g) 1.

Board Secretary's Certification: Pursuant to N.J.A.C. 6A:23-2.12 (c) 3, the Board Secretary certifies that as of June 30, 2020 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Brooklawn Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6:23-2.12(a) 1.

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.

Reconciliation Report: in accordance with 18A:17-36 and 18A:17-9 for the month of June, 2020. The Reconciliation Report and Secretary's report are in agreement for the month of June, 2020.

3. The following bill lists and payments:

<b>Batch</b>	<b>Date</b>	<b>Amount</b>
August Billing	August 2020	\$84,040.53

<b>Account</b>	<b>Date</b>	<b>Amount</b>
Payroll/Agency	June 2020	\$335,649.97
Student Activities	June 2020	\$250
Unemployment	June 2020	-
Petty Cash	June 2020	-

<b>MOTION</b>	<b>MOVED BY</b>	<b>SECOND</b>	<b>VOTE TYPE</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>
Approve Items 1-3	Mrs. Cecilio	Mr. Everett	Roll Call Vote	7	0	0

## VIII. Facilities

Items for action- The superintendent recommends the approval of the following items:

1. Motion to approve church parking lot site usage for Hogs and Hot Dogs for the 2020-2021 school year.
2. Motion to approve alternate method for toilet facilities for kindergarten classroom (A5)

*Mr. Everett: We met with the realtor. Church continues to be marketed. Working with this realtor until at least January 2021.*

MOTION	MOVED BY	SECOND	VOTE TYPE	YES	NO	ABSTAIN
Approve Items 1-2	Mr. Everett	Mrs. Cecilio	Roll Call Vote	7	0	0

## IX. Personnel

Items for action- The superintendent recommends the approval of the following items:

*(All new employment is pending until submission of required certifications and paperwork, and the completion of a criminal history review.)*

1. Motion to approve the following personnel:

Name	Position	Replacing	Dates	Salary
Daniel Condo	Substitute Teacher	N/A	9/8/20-6/30/21	\$85/day

MOTION	MOVED BY	SECOND	VOTE TYPE	YES	NO	ABSTAIN
Approve Item 1	Mrs. Cecilio	Mr. Virden	Roll Call Vote	7	0	0

## X. Curriculum/Instruction

Items for action- The superintendent recommends the approval of the following items:

1. Motion to approve the revised school calendar for the 2020-2021 school year.
2. Motion to approve the district professional development plan for the 2020-21 school year.
3. Motion to approve the Charlotte Danielson Framework (2007) for evaluation of all teaching staff.

4. Motion to approve the Brooklawn School District Teacher Mentoring Plan for the 2020-21 school year.
5. Motion to approve the Brooklawn School District Student Code of Conduct for the 2020-21 school year.
6. Approval of the following out of district placements for the 2020-2021 school year:

Student #	School/Service	Tuition
8264864089	Durand	\$81,048.55 + 1:1 aide
5392068035	Larc	\$59,854.20
1987456360	Hampton Academy	\$59,857.20
8789012683	GCSSSD	\$40,320
1009181550	REAL Center	\$198/day

7. Approve tuition contracts with Gloucester City Board of Education for the 2020-2021 school year as follows:

Category	Number of Students	Price per Student	Total
Regular Ed Students	65	\$13,025	\$846,625
MD Students	1	\$14,764	\$14,764
LLD Students	1	\$17,941	\$17,941
Resource Room	-	\$59,298	\$59,298
Adjustment for 18/19			(1,504)
<b>Total Tuition 20/21</b>			<b>\$937,124</b>

MOTION	MOVED BY	SECOND	VOTE TYPE	YES	NO	ABSTAIN
Approve Items 1-7	Mr. MacAdams	Mr. Everett	Roll Call Vote	7	0	0

#### **XI. Report of the Superintendent**

1. COVID-19 (Coronavirus) Update
2. Church update
3. Other school notes

MOTION	MOVED BY	SECOND	VOTE TYPE	YES	NO	ABSTAIN
To accept the report of the superintendent	Mr. MacAdams	Mr. Everett	Voice Vote	7	0	0

#### **XII. Public Participation: Non-Agenda Items (8:29 pm)**

*(Three minutes maximum unless extended by discretion of the president; time may not be deferred to other speakers)*

MOTION	MOVED BY	SECOND	VOTE TYPE	YES	NO	ABSTAIN
Open Public Comment	Mr. MacAdams	Mrs. Cecilio	Voice Vote	7	0	0

*Kathy Golden: Thank the BOE for considering the health of the staff and students. We were ready, but siding on the error of caution is the best, and we will do our best to educate the kids. Ellen Boulden retiring at the end of this month, and she will be missed.*

MOTION	MOVED BY	SECOND	VOTE TYPE	YES	NO	ABSTAIN
Close Public Comment	Mr. MacAdams	Mr. Everett	Voice Vote	7	0	0

**XIII. Board of Education Business**

1. Other Board business

**XIV. Adjournment (8:33 pm)**

MOTION	MOVED BY	SECOND	VOTE TYPE	YES	NO	ABSTAIN
Adjournment	Mr. Everett	Mr. MacAdams	Voice Vote	7	0	0