

**ELK TOWNSHIP BOARD OF EDUCATION
ELK TOWNSHIP, NEW JERSEY 08028**

**ORDER OF BUSINESS AND AGENDA
ELK TOWNSHIP BOARD OF EDUCATION
DECEMBER 9, 2021
REGULAR BOARD OF EDUCATION MEETING
AURA SCHOOL ALL PURPOSE ROOM – 7:00 PM**

**Updated information will have an asterisk in front of it*

REGULAR MEETING

1. Call to Order – 7:00 P.M.

As President of the Elk Township Board of Education, I hereby certify that all provisions of the “Open Public Meeting Law”, P. L. 1975, Chapter 231 have been met. Notice of this meeting was mailed to “The South Jersey Times” and “The Sentinel” as well as the Municipal Clerk of Elk Township.

2. Pledge of Allegiance

3. Our Mission

We strive to educate students and assist them in realizing their full potential as responsible, productive, contributing members of society by providing an educational environment in which students are challenged, differences are valued, and excellence is expected.

4. Roll call

5. Motion to approve meeting minutes as listed

- A. Regular - 11/11/2021
- B. Executive - 11/11/2021

6. Communications/Presentations

- A. Acenda Integrated Health - Jillian Young, Program Director

7. Public Participation (First) Time Limit: 3 minutes per group or individual not being represented by a group.

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8. Committees:

A. Personnel/Policy/Curriculum & Technology

1. Personnel – (Jennifer Wirtz)

(all hiring is pending completion of required state paperwork and is dependent upon COVID 19 legislation and funding)

- a. I make a motion to approve Doreen Romalino as a substitute nurse at a rate of \$250/day
- b. I make a motion to approve the following stipend position as listed:

Position	Employee	Stipend
Safety Patrol Advisor	Dina Holmes Kristie Jacoby Kristine Carter	\$725.00 (Split - One Position)

- c. I make a motion to approve Dina Holmes for After School Tutoring at a rate of \$27/hour

2. Policy – (Angelique Stoney-Siplin)

- a. I make a motion to approve on first reading the following policies as listed:

<u>Policy # 2422</u>	Comprehensive Health and Physical Education (M) - <i>Revised</i>
<u>Policy # 6471</u>	School District Travel (M) - <i>Revised</i>
<u>Reg. # 6471</u>	School District Travel (M) - <i>Revised</i>
<u>Policy # 7432</u>	Eye Protection (M) - <i>Revised</i>
<u>Reg. # 7432</u>	Eye Protection (M) - <i>Revised</i>

3. Curriculum & Technology - (Cheryl Potter)

- a. I make a motion to approve Gloucester County Special Services School District to provide support for a student via sign language interpretation for after school activities at a rate of \$68/hr, maximum 50 hours, during the 2021-2022 school year
- b. I make a motion to approve the Elk Township English Language Learner Three Year Plan 2021-2024

- c. I make a motion to approve all new staff members to attend equity professional development sessions, one hour per month, paid through the School Climate Transformation Grant
- d. I make a motion to approve the following staff to participate in Healing Centered Engagement professional development sessions paid for through the School Climate Transformation Grant as listed:

Judy Jusko	Dina Holmes
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B. Budget & Finance/Facilities/ Transportation

1. Budget & Finance – (Joyce Massott-Burnett)

- a. I make a motion to approve the Board Secretary’s Reports in accordance with 18A: 17-36 and 18A: 17-9 for the months of October 2021 and June 2021 Final. 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
- b. I make a motion to approve the Treasurer’s Reports in accordance with 18A:17-9 and 18A:17-36 for the months of October 2021 and June 2021 Final. The Treasurer’s Reports and Secretary’s Reports are in agreement for the months of October 2021 and June 2021 Final
- c. I make a motion to approve in accordance with N.J.A.C. 6A:23A – 16.10 (c) 2 the certification of the Board Secretary that there are no changes in anticipated revenue amounts or revenue sources
- d. I make a motion to approve 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 funds have 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
- e. I make a motion to approve the Transfer Reports for October 2021 and June 2021 Final
- f. I make a motion to approve the following bills as listed:
 - 1. General Bill List \$ 212,647.19
 - 2. Hand Check \$ 15,983.03
 - 3. Cafeteria Bill List \$ 12,358.28

2. Facilities – (Sarah Ruczynski)

a. I make a motion to approve the following facility request as listed:

<u>Organization</u>	<u>Facility Requested</u>	<u>Dates Requested</u>	<u>Time Requested</u>
Girl Scouts	All Purpose Room Classroom (Meetings)	Every Tuesday December through June	6:30 pm - 8:00 pm

(All facility requests are pending proper insurance certificates)

3. Cafeteria – (Courtney Vance)

a. I make a motion to approve the October 2021 cafeteria report as listed:

Total Income	19,467.20
Total Expense	(17,801.03)
Net Income or (Loss)	1,666.17
Average Daily Attendance	309
Average Daily Participation	245
Percentage of Participation	79%

4. Transportation – (Danielle Bland)

a. None

9. Superintendent’s Report

A. Recommend the Board approve the October 2021 HIB report as previously submitted

B. Recommend the Board acknowledge the receipt of the following reports as listed:

1. Enrollment
2. Staff Attendance
3. Nurse’s Report
4. HIB Report - November 2021
5. Facility Manager’s Report
6. Principal’s Report
7. Fire Drills/Crisis Drills

	Date	Time
Fire Drill	11/01/2021	3:14 pm
Lockout	11/30/2021	2:35 pm

C. Recommend the Board approve the Emergency Virtual Learning Plan

- 10. **Legislation (Mary Snively)**
 - A. Legislative Update
- 11. **Gloucester County School Board Association (Angelique Stoney-Siplin)**
 - A.
- 12. **School Business Administrator’s Report**
 - A. Recommend the Board approve the 2022 - 2023 Budget Calendar
- 13. **Old Business**
- 14. **New Business**
- 15. **Public Participation (Second) Time Limit: 3 minutes per group or individual not being represented by a group.**

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- 16. **Executive Session**
 - A. I make a motion to enter into executive session to discuss matters as listed, not to be made public at this time

**ELK TOWNSHIP SCHOOL DISTRICT BOARD OF EDUCATION
Resolution Authorizing Executive Session**

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 Elk 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 _____ p.m. this evening

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Elk Township School District will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

1.

BE 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.

I, Joseph Collins, Board Secretary do hereby certify the above to be a true and correct copy of a resolution adopted by the Elk Township School District Board of Education at their meeting held on December 9, 2021.

Joseph Collins, Board Secretary

Start time for Executive Session: _____ p.m.

End time for Executive Session: _____ p.m.

17. PUBLIC PARTICIPATION (Third) Time Limit: 3 minutes per group or individual not being represented by a group.

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18. Motion to adjourn at: _____ p. m.