

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

**ORDER OF BUSINESS AND AGENDA
ELK TOWNSHIP BOARD OF EDUCATION
FEBRUARY 10, 2022
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 Board 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. Motion to approve meeting minutes as listed

A. Regular - 1/06/2022

5. Communications/Presentations

- A. Aura Start Strong Assessment Fall 2021 - Eshe Price
- B. Teacher of the Year - Erin Genzel
- C. Educational Services Professional of the Year - Kathy Frye
- D. Presentation of the SSDS Report - Wayne Murschell

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

The public is reminded that they should attempt to resolve problems and/or complaints through initial contact with the appropriate administrator(s) or staff member(s). Such matters should only be brought to the Board after all avenues within the chain of command have been exhausted. Please remember that the Board is limited in its ability to respond to the public on the following matters: personnel, anticipated and pending litigation, negotiations, attorney-client privilege, unwarranted invasion of individual privacy, tactics and techniques in protecting safety and property of the public.

7. Committees:

A. Personnel/Policy/Curriculum & Technology

1. Personnel – (Sarah Ruczynski)

(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 the following leaves of absence as listed:

<u>Employee</u>	<u>Leave Requested</u>	<u>Paid/Unpaid Days</u>	<u>Federal Medical Leave Act</u>	<u>State Medical Leave Act</u>
Alexandra Jaraiedi	3/21/2022 through 11/23/2022	Paid: 3/21/2022 through 6/03/2022 Unpaid: 6/4/2022 through 6/20/2022 9/01/2022 through 11/23/2022	06/04/2022 through 6/19/2022 <i>(2 weeks)</i>	9/01/2022 through 11/23/2022 <i>(12 weeks)</i>
Kerry Kramme	1/31/2022 through 4/25/2022	Paid: 1/31/2022 through 2/04/2022 Unpaid: 2/05/2022 through 4/25/2022	2/05/2022 through 4/25/2022 <i>(11 weeks)</i>	N/A

b. I make a motion to approve the following non-teaching staff hires as listed:

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective</u>
Kristin Love	Substitute Custodian	\$13.00/hr.	TBD
Leon McFadden	Substitute Custodian	\$13.00/hr.	TBD

2. Policy – (Mary Snively)

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

<u>Policy #2467</u>	Surrogate Parents and Resource Family Parents (R) (M)
<u>Policy #5111</u>	Eligibility of Resident/Nonresident Students (R) (M)
<u>Policy #5116</u>	Education of Homeless Children (R)
<u>Policy #6115.01</u>	Federal Awards/Funds Internal Controls - Allowability of Costs (N) (M)
<u>Policy #6115.02</u>	Federal Awards/Funds Internal Controls - Mandatory Disclosures (N) (M)
<u>Policy #6115.03</u>	Federal Awards/Funds Internal Controls - Conflict of Interest (N) (M)
<u>Policy #6311</u>	Contracts for Goods or Services Funded by Federal Grants (R) (M)
<u>Policy #8540</u>	School Nutrition Programs (R) (M)
<u>Policy #8550</u>	Meal Charges/Outstanding Food Service Bill (R) (M)
<u>Policy #8600</u>	Student Transportation (R) (M)

- b. I make a motion to abolish the following policies as listed:

<u>Policy #5114</u>	Children Displaced by Domestic Violence
<u>Policy #8810</u>	Religious Holidays

3. Curriculum & Technology - (Cheryl Potter)

- a. I make a motion to approve the following clinic/workshop as listed:

<u>Name</u>	<u>Location</u>	<u>Workshop</u>	<u>Dates</u>	<u>Reg. Fee</u>	<u>Total</u>
†Denise Pierce †Brooke Tharp-Traina †Wayne Murschell	Virtual	Winter 2022 Pyramid eModules with Reflection	February 3, 10, 17, 24 March 3, 10, 17, 24, 31 (10 hours)	\$200/ea.	\$600.00

(†Paid for with ESSER-II funds)

- b. I make a motion approve the following for academic transition support at a rate of \$40/hr not to exceed 62 hours:

Dr. Michael Berner	Brianna Rucci
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(†Paid for with ESSER-II funds)

B. Budget & Finance/Facilities/ Transportation

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

- a. I make a motion to approve the Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of December 2021. 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 Report in accordance with 18A:17-9 and 18A:17-36 for the month of December 2021. The Treasurer's Report and Secretary's Report are in agreement for the month of December 2021
- 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 December Transfer Report
- f. I make a motion to approve the following bills as listed:
 - 1. General Bill List \$ 395,478.81
 - 2. Hand Check \$ 24,698.84
 - 3. Cafeteria Bill List \$ 10,783.67

2. Facilities – (J. Wilson Hughes, Jr.)

(All facility requests are pending proper insurance certificates)

- a. None

3. Cafeteria – (Colleen Barbaro)

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

Total Income	16,817.57
Total Expense	(12,818.95)
Net Income or (Loss)	3,998.62
Average Daily Attendance	295
Average Daily Participation	242
Percentage of Participation	82%

4. Transportation – (Courtney Vance)

- a. None

8. Superintendent's Report

- A. Recommend the Board approve the December 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 - January 2022
- 5. Facility Manager's Report
- 6. Principal's Report
- 7. Fire Drills/Crisis Drills

	Date	Time
Fire Drill	1/27/2022	1:39 pm
Lockout	1/31/2022	2:07 pm

- C. Recommend the Board approve the following field trips in accordance with our fee schedule and educational significance as listed:

<u>Date</u>	<u>Name/Location</u>	<u>Grade/Time</u>
May 5, 2022	Delsea Middle School Franklinville, NJ	6th Grade 8:45 am - 11:00 am

9. Legislation (Angelique Stoney-Siplin)

- A. Legislative Update

10. Gloucester County School Board Association (Sarah Ruczynski)

- A.

11. School Business Administrator's Report

- A. Recommend the Board approve the request to be granted a waiver for the Special Education Medicaid Initiative

12. Old Business

13. New Business

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

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15. 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 February 10, 2022.

Joseph Collins, Board Secretary

Start time for Executive Session: _____ p.m.

End time for Executive Session: _____ p.m.

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

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