

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

**ORDER OF BUSINESS AND AGENDA
ELK TOWNSHIP BOARD OF EDUCATION
SEPTEMBER 8, 2022
REGULAR BOARD OF EDUCATION MEETING
AURA SCHOOL MEDIA CENTER – 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 - 8/11/2022

6. Communications/Presentations

A.

7. 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.

8. 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 Donna Foote for four days of Reading Intervention Preparation at a previously approved rate (\$110/day)
- b. I make a motion to approve Student Voice Advisors at a rate of \$1,500 each annually to be paid for with Climate Grant funds as listed:

Ryan Malloy	David Paoline	Brian Cogle
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- c. I make a motion to approve the following as 2022/2023 climate team members at a rate of \$45/hr

Steve Keane	Kristen Plowman	Scott Schriver
Desiree Smith	Paige Starr	

^paid from the climate grant funds

- d. I make a motion to approve the following leave 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>
Frank Knauss	9/01/2022 through 11/30/2022	Paid: 9/01/2022 through 11/16/2022 Unpaid: 11/17/2022 through 11/30/2022	11/17/2022 through 11/30/2022 <i>(2 weeks)</i>	N/A

- e. I make a motion to approve the following positions at a previously approved rate

After School Tutoring	Rachel Tomczak
STEAM - Grades K-3	David Paoline (volunteer)
Teacher in Charge	Dina Holmes
Student Congress Advisor	Eileen Tharp Paige Starr (volunteer)
Home & School Liaison	Rachel Tomczak
School News	Steve Keane
Safety Patrol Advisor	Dina Holmes (split) Kristie Jacoby (split) Kristine Carter (split)

2. Policy – (Mary Snively)

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

<u>Policy #2415.04</u>	Title I - District Wide Parent and Family Engagement (M)(R)
<u>Policy #2415.50</u>	Title I - School Parent and Family Engagement (M)(N)
<u>Policy #5512</u>	Harassment, Intimidation and Bullying (M)(R)

3. Curriculum & Technology - (Cheryl Potter)

- a. I make a motion to approve the tuition contract with Upper Pittsgrove Township to accept student M. R. into the second grade

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 July 2022. 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 July 2022. The Treasurer's Report and Secretary's Report are in agreement for the month of July 2022

- 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 July Transfer Report
- f. I make a motion to approve the following bills as listed:
 - 1. General Bill List \$ 466,370.91
 - 2. Hand Check \$ 25,429.74
 - 3. Cafeteria Bill List \$ -0-

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

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

<u>Organization</u>	<u>Facility Requested</u>	<u>Dates Requested</u>	<u>Time Requested</u>
Girl Scouts	All purpose room, Playground, Library, Classroom	Tuesdays and Wednesdays	6:00pm to 8:00pm
Girl Scouts	Aura Hallway Back to School Night	9/13/2022	6:00pm to 8:00pm
ETEA	All purpose room “Fall in Love with Reading”	10/6/2022	5:30pm to 8:00pm

(All facility requests are pending proper insurance certificates)

3. Cafeteria – (Colleen Barbaro)

- a. None

4. Transportation – (Eugene Thomas)

- a. None

9. Superintendent’s Report

- A. Recommend the Board approve the Student Safety Data System report
- B. Recommend the Board approve the July 2022 HIB report as previously submitted

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

1. Enrollment - N/A
2. Staff Attendance
3. Nurse's Report - N/A
4. HIB Report - August 2022
5. Facility Manager's Report - August 2022
6. Principal's Report
7. Fire Drills/Crisis Drills

Fire Drill	8/31/22	2:05pm
Lockdown Drill	8/31/22	4:25pm

10. Legislation (Angelique Stoney-Siplin)

- A. Legislative Update

11. Gloucester County School Board Association (Sarah Ruczynski)

- A.

12. School Business Administrator's Report

- A.

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 September 8, 2022.

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.