

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

**ORDER OF BUSINESS AND AGENDA
ELK TOWNSHIP BOARD OF EDUCATION
APRIL 14, 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 - 3/10/2022
- B. Special Budget Introduction - 3/24/2022

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 the following resignation as listed:

<u>Name</u>	<u>Position</u>	<u>Effective</u>
Danielle Barbato	Teacher	6/30/2022

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

<u>Name</u>	<u>Step</u>	<u>Degree</u>	<u>Salary</u>	<u>Effective</u>
Paige Starr	1	BA	\$51,506	9/1/2022
Kristen Plowman	1	BA	\$51,506	9/1/2022

c. I make a motion to approve the following leave of absences 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 Long	3/10/2022 through 11/17/2022	Paid: 3/10/2022 through 5/26/2022 Unpaid: 5/27/2022 through 6/17/2022 9/01/2022 through 11/17/2022	5/27/2022 through 6/10/2022 (2 weeks)	6/11/2022 through 6/17/2022 9/01/2022 through 11/17/2022

				(12 weeks)
Marcos Haro	5/05/2022 through 6/20/2022 (Intermittent)	Unpaid: 5/05/2022 through 6/20/2022	N/A	5/05/2022 through 6/20/2022

2. Policy – (Mary Snively)

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

<u>Policy #2425</u>	Emergency Virtual or Remote Instruction Program (M) (N)
<u>Policy #5751</u>	Sexual Harassment of Students (M) (R)
<u>Reg. #5751</u>	Sexual Harassment of Students (M) (R)

3. Curriculum & Technology - (Cheryl Potter)

- a. I make a motion to approve the following Rowan University student for the clinical practicum in teaching and learning as listed:

<u>Name</u>	<u>Dates</u>	<u>Subject</u>	<u>Cooperating Teacher</u>
Julia Bretan	Fall 2022: September 21, 2022 - December 14, 2022 (Wednesdays & Fridays - 2 days per week, 7 hours per day) Spring 2023: January 17, 2023 - May 5, 2023 (5 days per week, 7 hours per day)	Early Childhood Education	Kristen Molinari

- b. I make a motion to approve the submission of the FY22 ESEA amendments (Titles I, II & IV)

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 February 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 February 2022. The Treasurer's Report and Secretary's Report are in agreement for the month of February 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 February Transfer Report
- f. I make a motion to approve the following bills as listed:
 - 1. General Bill List \$ 139,147.20
 - 2. Hand Check \$ 90,732.38
 - 3. Cafeteria Bill List \$ 16,984.41

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>
Aura School Student Congress	All Purpose Room <i>(Talent Show)</i>	3/31/2022 <i>(Thursday)</i>	3:00 pm - 5:00 pm
Aura School Student Congress	All Purpose Room <i>(Talent Show)</i>	5/03/2022 <i>(Tuesday)</i>	6:00 pm - 8:00 pm
Elk Township Little League	All Purpose Room <i>(Little League Pictures)</i>	5/04/2022 <i>(Wednesday)</i>	4:00 pm - 7:00 pm
ETEA / Home & School Association	All Purpose Room, Library, Classroom <i>(Bookfair, Art Expo, Pride Spring Event)</i>	5/17/2022 <i>(Tuesday)</i>	5:30 pm - 8:00 pm

(All facility requests are pending proper insurance certificates)

3. Cafeteria – (Colleen Barbaro)

- a. I make a motion to approve the February 2022 cafeteria report as listed:

Total Income	24,324.99
Total Expense	(14,254.44)
Net Income or (Loss)	10,070.55

Average Daily Attendance	304
Average Daily Participation	292
Percentage of Participation	96%

4. Transportation – (Courtney Vance)

- a. I make a motion to approve the 2022-2023 Contract for Participation in Cooperative Transportation Services with Gloucester County Special Services School District

9. Superintendent’s Report

- A. Recommend the Board approve the Resolution to support a feasibility study to potentially consolidate the Elk, Delsea, Franklin, and Newfield school districts.
- B. Recommend the Board approve the February 2022 HIB report as previously submitted
- C. Recommend the Board acknowledge the receipt of the following reports as listed:
1. Enrollment
 2. Staff Attendance
 3. Nurse’s Report
 4. HIB Report - March 2022
 5. Facility Manager’s Report
 6. Principal’s Report
 7. Fire Drills/Crisis Drills

Fire Drill	3/31/2022	9:20 am
Lockdown Drill	3/15/2022	11:00 am

- D. 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>
5/04/2022 <i>Wednesday</i>	Cape May County Park & Zoo Cape May Court House, N.J.	Kindergarten 8:45 am - 1:45 pm
5/05/2022 <i>Thursday</i>	Bayshore Center at Bivalve Port Norris, N.J.	5th Grade 8:45 am - 1:45 pm
5/18/2022 <i>Wednesday</i>	Philadelphia Zoo Philadelphia, PA	3rd Grade 8:45 am - 1:45 pm
5/24/2022 <i>Tuesday</i>	Edelman Planetarium Rowan University, Glassboro, NJ	2nd Grade 8:40 am - 10:25 am
6/02/2022 <i>Thursday</i> (Rain Date 6/08/2022)	Storybook Land Egg Harbor Twp., NJ	Pre-K 8:45 am - 1:45 pm

6/06/2022 <i>Monday</i>	The Franklin Institute Philadelphia, PA	2nd Grade 9:00 am - 1:45 pm
6/08/2022 <i>Wednesday</i>	Academy of Natural Science Philadelphia, PA	1st Grade 8:45 am - 1:45 pm
6/10/2022 <i>Friday</i>	The Franklin Institute Philadelphia, PA	4th Grade 8:45 am - 1:45 pm

10. Legislation (Angelique Stoney-Siplin)

- A. Legislative Update

11. Gloucester County School Board Association (Sarah Ruczynski)

- A.

12. School Business Administrator's Report

- A. Recommend the Board approve the 2020-2021 Comprehensive Annual Financial Report
 B. Recommend the Board approve the 2020-2021 Auditor's Management Report
 C. Recommend the Board approve the 2020-2021 Audit Synopsis

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 April 14, 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.