

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

**ORDER OF BUSINESS AND AGENDA
ELK TOWNSHIP BOARD OF EDUCATION
OCTOBER 14, 2021
REGULAR BOARD OF EDUCATION MEETING
VIRTUAL MEETING – 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. 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. Board Matters

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 October 14, 2021.

Joseph Collins, Board Secretary

Start time for Executive Session: _____ p.m.

End time for Executive Session: _____ p.m.

6. Motion to approve meeting minutes as listed

A. Regular - 9/09/21

7. Communications/Presentations

A.

8. 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.

9. 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 the following stipend positions as listed:

<u>Position</u>	<u>Employee</u>	<u>Stipend</u>
Home & School Liaison	Rachel Tomczak	\$525.00
Safety Patrol Advisor	TBD	\$725.00
Student Congress Advisor	Eileen Tharp	\$725.00
Science Coordinator	TBD	\$525.00
School News	Steven Keane	\$725.00
Music Coordinator	Frank Knauss	\$725.00

b. I make a motion to approve the following volunteer positions as listed:

STEAM - Grades K - 3	David Paoline
Gifted & Talented Grades 4-6	Dina Holmes

c. I make a motion to approve Rachel Tomczak as an after school tutor for the 2021-2022 school year at a rate of \$27 per hour

2. Policy – (Angelique Stoney-Siplin)

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

Policy # 0131	Bylaws, Policies and Regulations (R)
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<u>Policy # 1648.11</u>	The Road Forward - COVID 19 - Health & Safety (M)
<u>Policy # 3134</u>	Assignment of Extra Duties (R)
<u>Policy # 8561</u>	Procurement Procedures for School Nutrition Programs (M) (R)

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

<u>Policy # 1648</u>	Restart and Recovery Plan (M)
<u>Policy # 1648.02</u>	Remote Learning - Options for Families (M)
<u>Policy # 1649</u>	Federal Families First Coronavirus (COVID-19) Response Act

3. Curriculum & Technology - (Cheryl Potter)

- a. I make a motion to approve Gloucester County Special Services School District for Educational Behavioral Consultations for the 2021-2022 school year at a rate of \$177 per hour, maximum 15 hours
- b. I make a motion to approve Coleman Educational Consulting to conduct teacher evaluations/SER's for the 2021-22 school year at the rate of \$125 per evaluation, not to exceed \$7,500

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 August 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 August 2021. The Treasurer's Report and Secretary's Report are in agreement for the month of August 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 August Transfer Report
- f. I make a motion to approve the following bills as listed:
 1. General Bill List \$ 247,139.65
 2. Hand Check \$ 72,371.70
 3. Cafeteria Bill List \$ 5,303.61

2. Facilities – (Sarah Ruczynski)

(All facility requests are pending proper insurance certificates)

 - a. I make a motion to approve, in accordance with N.J.A.C. 6A:26-12.4, the Lead sampling plan for Safe Drinking Water in Schools
 - b. I make a motion to approve the Lead Testing Report results in accordance with N.J.A.C. 6A:26-12.4

3. Cafeteria – (Courtney Vance)
 - a. None

4. Transportation – (Danielle Bland)
 - a. None

10. Superintendent’s Report

- A. Recommend the Board approve the August 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 - September 2021
 5. Facility Manager’s Report
 6. Principal’s Report
 7. Fire Drills/Crisis Drills

	Date	Time
Fire Drill	9/16/21	9:50 am
Evacuation Drill	9/22/21	2:11 pm

11. **Legislation** (Mary Snively)
 - A. Legislative Update

12. **Gloucester County School Board Association** (Angelique Stoney-Siplin)
 - A.

13. **School Business Administrator’s Report**
 - A. For the information of the Board the NJ School Boards Convention will be held virtually on October 26-28

14. **Old Business**

15. **New Business**

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

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