

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

**ORDER OF BUSINESS AND AGENDA
ELK TOWNSHIP BOARD OF EDUCATION
JUNE 9, 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. 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 Member interviews

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 June 9, 2022.

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 - 5/05/2022
- B. Executive - 5/05/2022
- C. Public Hearing - 5/05/2022

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 – (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 Climate Team lead and subcommittee members to participate in all grant related activities and work from July 2, 2022 through June 30, 2023 at a rate of \$45/hr or \$275/day paid through the Climate Transformation Grant as listed:

Brian Cogle	Kristen Plowman
Dina Holmes	Scott Schriver
Steven Keane	Paige Starr
Tara Palma	Brooke-Rose Tharp-Traina
David Paoline	Marielle Walker

- b. I make a motion to approve Wanda Martorano, substitute nurse, for the remainder of the 2021-2022 school year and the 2022-2023 school year at a previously approved rate
- c. I make a motion to approve the following Student Voice staff members for the 2022 summer, three hours per day, maximum nine days, paid through the Climate Transformation Grant as listed:

<u>Staff</u>	<u>Rate</u>
Brian Cogle	\$45/ hour
Steven Keane	\$45/hour

Ryan Malloy	\$45/ hour
David Paoline	\$45/ hour
Kristen Plowman	\$45/hour
Sandra Schmittinger (<i>Nurse</i>)	\$35.21/hr

- d. I make a motion to approve the following staff for the 2022-2023 Math, Literacy and SEL Summer Camps, maximum 20 days, at a previously approved rate as listed:

Brian Cogle	Steven Keane	Kristen Plowman
Dina Holmes	David Paoline	Brooke-Rose Tharp-Traina
Ryan Malloy (<i>Substitute</i>)	Jennifer Seeney (<i>Paraprofessional</i>)	Sandra Schmittinger (<i>Nurse</i>)

- e. I make a motion to approve the following 2022 summer tutors at a rate of \$27.00 per hour as listed:

Sandi Chacker	Steven Keane
Dina Holmes	Kerry Kramme

- f. I make a motion to approve the following Child Study Team members at a rate of \$150.00 per day, maximum 8 days, for the 2022 summer as listed:

Brooke-Rose Tharp-Traina	Denise Pierce
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- g. I make a motion to approve the Non-Unit vacation days to be carried over to the 2022-2023 school year
- h. I make a motion to approve the Non-Unit salary increases as listed for the 2022-2023 school year
- i. I make a motion to approve Dina Holmes as an after school tutor for the 2021-2022 school year at a rate of \$27 per hour
- j. I make a motion to approve the following 2021-2022 stipend position as listed:

<u>Position</u>	<u>Position</u>	<u>Stipend/Rate</u>
Dina Holmes	Teacher in Charge	\$2,000/annual

- k. I make a motion to approve the following 2021-2022 after school detention monitors as listed:

Danielle Barbato	BrookBrooke-Rose Tharp-Traina
Christine Bunting	

2. Policy – (Mary Snively)

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

Policy # 3160	Physical Examination (M) (R)
Policy # 3233	Political Activities (R)
Policy # 4160	Physical Examination (M) (R)
Policy # 8465	Bias Crimes and Bias-Related Acts (M) (R)
Reg. # 8465	Bias Crimes and Bias-Related Acts (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>Course/Requirement</u>	<u>Subject</u>	<u>Semester</u>
Catherine Klinger	Fall 2022: September 6, 2022 - December 14, 2022 (2 days per week, 7 hours per day) Spring 2023: January 17, 2023 - May 5, 2023 (5 days per week, 7 hours per day)	5th Grade	Ashley Davis & Heather Gonnelli

- b. I make a motion to approve MaryBeth Warfield to provide seven (7) literacy intervention and assessment workshops to district staff at a rate of \$2,000 per workshop. (*paid with ESSER-II funds*)
- c. I make a motion to approve the Fiscal Year 2023 Elementary and Secondary Education Act (ESEA) Consolidated Grant Application
- d. I make a motion approve the following for academic transition support at a rate of \$40/hr not to exceed 125 hours as listed:

Dr. Michael Berner	Brianna Rucci
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- e. I make a motion to approve the 2022 Curriculum Development summer positions at a previously approved rate as listed:

ELA - 3 days	
Theresa Fleming	Ryan Malloy
Kristie Jacoby	Rachel Tomczak
Kristen Molinari	
Technology - 2 days	
David Paoline	
Art - 2 days	
Scott Schriver	

Music - 2 days	
Frank Knauss	

- f. I make a motion to approve the following 2022 Professional Development Summer Workshops/Trainings at a previously approved rate as listed:

Mentor Training (Title II Funds) - 1 day June 21, 2022	
Steven Keane	Rachel Tomczak
Response to Intervention and Differentiation Instructional Strategies (Equity Grant Funds/Title IV) - 3 days June 27 - 29, 2022	
Kerry Kramme	Kristen Molinari
American Reading Company Summer Semester (ESSER III Funds) - 1 day June 28, 2022	
Dina Holmes	Steven Keane
Professional Development Committee (Title II Funds) - ½ day August 4, 2022	
Dina Holmes	Kristen Molinari
Kristie Jacoby	David Paoline
Smarty Ants Training (Title II Funds) - ½ day August 16, 2022	
Sandi Chacker	Melissa Tanski
Theresa Fleming	Kristina Thumlert
Kerry Kramme	Rachel Tomczak
Ryan Malloy	Marielle Walker
Kristen Molinari	Kim Williams
Paige Nelson	
Achieve 300 / Actively Learn Training (Title II Funds) - ½ day August 16, 2022	

Dina Holmes	Kristen Molinari
Achieve 3000 / Actively Learn Training (Title II Funds) - 1 day August 17, 2022	
Dina Holmes	Kristen Molinari

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 April 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 April 2022. The Treasurer's Report and Secretary's Report are in agreement for the month of April 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 April Transfer Report
- f. I make a motion to approve the following bills as listed:

1. General Bill List	\$ <u>267,019.27</u>
2. Hand Check	\$ <u>28,416.59</u>
3. Cafeteria Bill List	\$ <u>14,258.22</u>

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

- a. None

(All facility requests are pending proper insurance certificates)

3. Cafeteria – (Colleen Barbaro)

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

Total Income	20,093.13
Total Expense	(14,422.92)
Net Income or (Loss)	5,670.21
Average Daily Attendance	300
Average Daily Participation	306
Percentage of Participation	102%

- b. I make a motion to approve the Nutri-Serve Food Management Contract for the 2022-2023 school year in the amount of \$18,467.00 (4.3% increase from 2021-2022)

4. Transportation – (Vacant)
a. None

10. Superintendent’s Report

- A. Recommend the Board approve the April 2022 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 - May 2022
5. Facility Manager’s Report
6. Principal’s Report
7. Fire Drills/Crisis Drills

Fire Drill	5/31/2022	8:34 am
Lockout Drill	5/31/2022	8:42 am

- C. Recommend the Board approve the 2022-2023 Elk Township School District Calendar
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>
8/01/2022	Rowan University Glassboro, NJ (Share-Out Day)	Student Voice Summer Camp

II. Legislation (Angelique Stoney-Siplin)

- A. Legislative Update

12. Gloucester County School Board Association (Sarah Ruczynski)

A.

13. School Business Administrator's Report

- A. Recommend the Board approve available balance transfer as of the end of the year to the capital reserve account up to an amount of \$500,000
- B. Recommend the Board approve available balance transfer as of the end of the year to the maintenance reserve account up to an amount of \$250,000
- C. Recommend the Board approve the Delsea Regional School District shared services with Elk Township Board of Education as listed:
 - 1. Superintendent
 - 2. Assistant Superintendent/Curriculum Supervisor
 - 3. IT Services
 - 4. Child Study Team Director
 - 5. Transportation Services
 - 6. Facilities Manager
 - 7. Business Office Services
 - 8. Transportation Coordinator
- D. Recommend the Board approve the Elk Township Board of Education Shared Services with Delsea Regional School District as listed:
 - 1. Maintenance Mechanic
 - 2. Educational Research Coordinator
- E. Recommend the Board approve the 2022-2023 employment contract for Dr. Piera Gravenor, Superintendent
- F. Recommend the Board approve the 2022-2023 employment contract for Dr. Anthony Fitzpatrick , Assistant Superintendent/Curriculum Supervisor
- G. Recommend the Board approve the 2022-2023 employment contract for Joseph Collins, School Business Administrator

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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17. Executive Session

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Joseph Collins, Board Secretary

Start time for Executive Session: _____ p.m.
End time for Executive Session: _____ p.m.

18. PUBLIC PARTICIPATION (Third) 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.