

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

**ORDER OF BUSINESS AND AGENDA
ELK TOWNSHIP BOARD OF EDUCATION
JULY 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 - 6/9/22
- B. Executive - 6/9/22
- C. Special Meeting - 6/30/22
- D. Special Meeting - Executive - 6/30/22

6. Communications/Presentations

- A.

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

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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 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>
Brooke Rose Tharp-Traina	9/01/2022 through 2/14/2023	Paid: 9/01/2022 through 9/26/2022 Unpaid: 9/27/2022 through 2/14/2023	9/27/2022 through 11/15/2022 <i>(7 weeks)</i>	11/16/2022 through 2/14/2023 <i>(12 weeks)</i>

b. I make a motion to approve the amended new teaching staff hire as listed:

<u>Name</u>	<u>Step</u>	<u>Degree</u>	<u>Salary</u>	<u>Effective</u>
Kristen Plowman	1	BA +15	\$52,061	9/01/2022

c. I make a motion to approve the following salary rates for the 2022-2023 school year as listed:

Summer Nurse	\$250/day
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d. I make a motion to approve David Paoline for Website Maintenance at a rate of \$25 per hour for the 2022-2023 school year

2. Policy – (Mary Snively)

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

<u>Policy #0163</u>	Quorum (R)
<u>Policy #1511</u>	Board of Education Website Accessibility (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>Cooperating Teacher</u>
Nicholas Shimkus	<p>Fall 2022: October 31, 2022 - December 14, 2022 <i>(Mondays & Wednesdays - 2 days per week, 7 hours per day)</i></p> <p>Spring 2023: January 17, 2023 - March 10, 2023 <i>(5 days per week, 7 hours per day)</i></p>	Health & Physical Education	Brian Cogle

- b. I make a motion to approve the TESO Consulting Group to facilitate Family Engagement Planning for \$5,000 in fulfillment of the family engagement and outreach portion of the Climate Team Grant
- c. I make a motion to approve the Rutgers Center for Effective School Practices as a technical assistance and training partner for Response to Intervention and a Multi-Tiered System of Support for \$5,500
(Paid for with Title II-A funds)
- d. I make a motion to approve Gloucester County Special Services to provide Behavioral Consultation Support as needed, at a rate of \$125 per hour, for both ESY and the 2022-2023 school year
- e. I make a motion to approve Gloucester County Special Services to provide Occupational Evaluations at a rate of \$445 per evaluation
- f. I make a motion to approve Gloucester County Special Services to provide Speech Evaluations at a rate of \$445 per evaluation
- g. I make a motion to approve the following 2022 Professional Development Summer Workshops/Trainings at a previously approved rate as listed:

OG / LLI / BAS Workshop (ESSER II Funds) - 5 days	
Christine Bunting	Eileen Tharp
Jennifer Everwine	Dawn Williams
Donna Foote	
American Reading Company Summer Semester Training (ESSER III Funds) - 1 day June 28, 2022	
Kristen Plowman	

h. I make a motion to approve the following workshop as listed:

<u>Name</u>	<u>Location</u>	<u>Workshop</u>	<u>Date</u>	<u>Reg. Fee</u>	<u>Mileage</u>	<u>Total</u>
^Dina Holmes	Penns Grove High School	School Safety Summer Symposium	7/14/2022		\$ 7.35	\$ 7.35

^ at a previously approved rate

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 May 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 May 2022. The Treasurer’s Report and Secretary’s Report are in agreement for the month of May 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 May Transfer Report
- f. I make a motion to approve the following bills as listed:
 - 1. General Bill List - 6/30/2022 \$ 469,600.90
 - 2. General Bill List - 7/14/2022 \$ 126,835.39
 - 3. Cafeteria Bill List \$ 15,305.35

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 May 2022 cafeteria report as listed:

Total Income	27,286.49
Total Expense	(17,514.81)
Net Income or (Loss)	9,771.68
Average Daily Attendance	311
Average Daily Participation	297
Percentage of Participation	95%

4. Transportation – (Vacant)

a. None

9. Superintendent’s Report

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

Fire Drill	6/13/2022	10:02 am
Lockdown Drill	6/13/2022	10:08 am

C. Recommend the Board approve the following student to attend ESY classes as listed:

<u>Student</u>	<u>Grade</u>	<u>School</u>	<u>Tuition</u>
B. L.	Pre-K	South Harrison	\$300/day

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 a shared service agreement with the Pitman Board of Education to provide Social Worker Evaluations from July 1, 2022 through August 31, 2022 at a rate of \$45.00/hour

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 July 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.

