

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

**ORDER OF BUSINESS AND AGENDA
ELK TOWNSHIP BOARD OF EDUCATION
DECEMBER 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 - 11/10/2022

6. Communications/Presentations

A. Steve Keane and the Aura School News

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. None

2. Policy – (Mary Snively)

- a. None

3. Curriculum & Technology - (Cheryl Potter)

- a. I make a motion to approve the following clinic/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>
^ Paige Starr ^ Kristen Plowman <i>(Stipend \$675.00 each) *Paid for by the Climate Grant Funds</i>	Virtual	Foundations Training	9/01/2022 through 6/30/2023	No Cost	No Cost	No Cost

- b. I make a motion to approve the receipt of the 2022 Start Strong Results
- c. I make a motion to approve the bi-annual Safe Return to Schools Plan as required by the New Jersey Department of Education
- d. I make a motion to approve EDM Consulting, LLC for instructional coaching services from January 1, 2023 to June 20, 2023 at an amount not to exceed \$50,000 through the ESSER-III grant
- e. I make a motion to approve the Curriculum Development positions at a previously approved rate as listed:

ELA - 3 Days	
Kerry Kramme	Desiree Smith
Heather Gonnelli	

- f. I make a motion to approve the following Bloomsburg University students for Clinical 1 in Sign Language Interpreting as listed

<u>Name</u>	<u>Course / Requirement</u>	<u>Area</u>	<u>Cooperating Staff Member</u>
Katelyn Arrigo	Educational Focus for Clinical 1 January 23, 2023 - March 31, 2023 <i>(85 hrs interpreting, 1-2 days per week)</i>	Sign Language Interpreting	Marie Malony
Kacie Tucci	Educational Focus for Clinical 1 January 23, 2023 - May 31, 2023 <i>(85 hrs interpreting, 1-2 days per week)</i>	Sign Language Interpreting	Marie Malony

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 October 2022. The Board Secretary (draft) 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 October 2022. The Treasurer’s Report and Secretary’s Report are in agreement for the month of October 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 October Transfer Report

- f. I make a motion to approve the following bills as listed:
1. General Bill List \$ 223,411.25
 2. Hand Check \$ 43,763.88
 3. Cafeteria Bill List \$ 12,446.12

2. Facilities – (J. Wilson Hughes, Jr.)
(All facility requests are pending proper insurance certificates)
- a. None

3. Cafeteria – (Colleen Barbaro)
- a. I make a motion to approve the October 2022 cafeteria report as listed:

Total Income	-0-
Total Expense	(29,031.81)
Net Income or (Loss)	(29,031.81)
Average Daily Attendance	311
Average Daily Participation	174
Percentage of Participation	56%

- b. For the information of the Board the Nutri-Serve monthly report is attached

4. Transportation – (Eugene Thomas)
- a. I make a motion to approve the school bus evacuation drills that were completed on October 18, 2022

9. Superintendent’s Report

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

Fire Drill	11/29/2022	1:31 pm
Lockdown Drill/Silent Alarm	11/09/2022	7:30 am

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 renewal membership for GCSSD Joint Insurance Fund for the three year membership term commencing on July 1, 2023
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 December 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.

