

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

**ORDER OF BUSINESS AND AGENDA
ELK TOWNSHIP BOARD OF EDUCATION
AUGUST 10, 2023
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 - 7/13/2023

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)

- a. I make a motion to approve the resignation of Deanna Davenport, administrative assistant, effective July 1, 2023
- b. I make a motion to approve the resignation of Marc Haro, school nurse, effective September 25, 2023 or upon hiring a qualified applicant
- c. I make a motion to appoint Kevin Donahue, principal, as the Title IX Coordinator and that his name, office address and telephone number be advertised as per 34 CFT 106.8(c)
- *d. I make a motion to approve the resignation of Scott Schriver, Art Teacher, effective August 15, 2023

2. Policy – (Eugene Thomas)

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

<u>Policy # 2419</u>	School Threat Assessment Teams (M) (N)
<u>Policy # 5310</u>	Health Services (M) (R)
<u>Reg. # 5310</u>	Health Services (M) (R)
<u>Policy # 8330</u>	Student Records (M) (R)
<u>Reg. # 8330</u>	Student Records (M) (R)

3. Curriculum & Technology - (Cheryl Potter)

- a. I make a motion to approve the submission of the 2023-2024 IDEA Grant application
- b. I make a motion to approve the Stronge+ Educator Evaluation Framework for the 2023-2024 School Year
- c. I make a motion to approve the NJPEPL Principal Evaluation Framework for the 2023-2024 School Year
- d. I make a motion to approve a change in name for the following 2023 Curriculum Writing Assignment at a previously approved rate

Creative Arts Elective - 3 Days

Christine Magro (previously Scott Schriver - Art Teacher)

e. I make a motion to approve the cost per pupil for tuition purposes for the 2023-2024 school year as listed (per Choice School Guidelines):

Pre K / K	\$ 20,986
Grade 1-5	\$ 17,540
Grade 6-8	\$ 18,979

B. Budget & Finance/Facilities/ Transportation

1. Budget & Finance – (Angelique Stoney-Siplin)

- 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 June 2023 (draft). 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 June 2023 (draft). The Treasurer’s Report and Secretary’s Report are in agreement for the month of June 2023 (draft)
- 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 June (draft) Transfer Report
- f. I make a motion to approve the following bills as listed:
 - 1. General Bill List (6/30/23) \$ 112,360.43
 - 2. General Bill List (8/10/23) \$ 173,220.55
 - 3. Cafeteria Bill List \$ 522.65

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 June 2023 cafeteria report as listed:

Total Income	8,610.74
Total Expense	(10,233.67)
Net Income or (Loss)	(1,622.93)
Average Daily Attendance	317
Average Daily Participation	181
Percentage of Participation	57%

b. I make a motion to approve the lunch/breakfast pricing for the 2023-2024 school year as listed:

	Full Price	Reduced Price
Lunch	\$ 3.20	*\$.40
Breakfast	\$ 1.85	*\$.30
Adult	\$ 4.50	N/A

**As of 9/1/20 there is no cost for reduced lunch/breakfast due to NJ State Legislation*

4. Transportation – (Lynnette Peterson)

a. I make a motion to approve the following 2023-2024 Summer Transportation Jointure as listed:

1. Delsea Regional High School District

9. Superintendent’s Report

A. Recommend the Board approve the Elk Township School District Emergency Remote/Virtual Instruction Plan 2023-2024

B. Recommend the Board approve the June 2023 HIB report as previously submitted

C. Recommend the Board acknowledge the receipt of the following reports as listed:

1. Enrollment - N/A
2. Staff Attendance
3. Nurse’s Report - N/A
4. HIB Report - July
5. Facility Manager’s Report
6. Principal’s Report
7. Fire Drills/Crisis Drills

Fire Drill	7/11/2023	12:45 pm
Lockdown Drill	7/26/2023	9:30 am

D. Recommend the Board approve the following special education tuition student placements as listed:

<u>Initials</u>	<u>DOB</u>	<u>Classification</u>	<u>School</u>	<u>Contracted Educational Tuition</u>
G. B.	10/31/2017	MD	Gloucester County Special Services School District	ESY \$234.00/diem (\$4,680.00/20 days)
S. L.	5/14/2013	ERI	Gloucester County Special Services School District	ESY \$234.00/diem (\$4,680.00/20 days) 1:1 Aide \$191.50/diem (\$3,830.00/20 days)
S. T.	7/14/2017	MD	Gloucester County Special Services School District	ESY \$234.00/diem (\$4,680.00/20 days) 1:1 Aide \$191.50/diem (\$3,830.00/20 days)

10. Legislation (Mary Snively)

A. Legislative Update

11. Gloucester County School Board Association (Sarah Ruczynski)

A.

12. School Business Administrator's Report

A.

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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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.

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 August 10, 2023.

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.

