

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

**ORDER OF BUSINESS AND AGENDA
ELK TOWNSHIP BOARD OF EDUCATION
OCTOBER 12, 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 - 9/14/2023

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 revise the start date for Danielle Saponaro, Preschool Site Administrator to October 25, 2023
- b. I make a motion to approve the resignation of James Cunningham, custodian, effective 10/1/2023
- c. I make a motion to approve the following teaching staff hires for the 2023-2024 school year as listed:

Name	Position	Step	Degree	Salary	Effective
Cora Goss	PreSchool Teacher	1	BA	\$53,363 (prorated)	11/1/2023
Alyssa Sheehy	PreSchool Teacher	2	BA	\$53,563 (prorated)	11/15/2023
Adam Sheikh-Yousef	PreSchool Teacher	1	BA	\$53,363 (prorated)	12/12/2023
Johanna Norton	PreSchool Teacher	1	BA	\$53,363 (prorated)	12/12/2023

2. Policy – (Eugene Thomas)

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

Policy # 0144	Board Member Orientation and Training (R)
Reg. # 8420.2	Bomb Threats (M) (R)
Reg. # 8420.7	Lockdown Procedures (M) (R)
Reg. # 8420.10	Active Shooter (M) (R)

3. Curriculum & Technology - (Cheryl Potter)

- a. I make a motion to approve the 2023-2024 Title I Parent Compact
- b. 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 & Tolls</u>	<u>Lodging & Meals</u>	<u>Total</u>
Cheryl Potter	Atlantic City Convention Center	NJSBA Annual	10/23/23				
Joe Nichols		Conference	- 10/26/23	\$1,100.00	\$153.20		\$1,253.20

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 August 2023. 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 2023. The Treasurer’s Report and Secretary’s Report are in agreement for the month of August 2023
- 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 \$ 223,060.10
 - 2. Hand Check \$ 14,166.47

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

a. I make a motion to approve the following facility requests as listed:

<u>Organization</u>	<u>Facility Requested</u>	<u>Dates Requested</u>	<u>Time Requested</u>
Elk Township Fire Companies	Entire Facility <i>(Fire Drill for Fire Prevention Week)</i>	10/11/2023	9:00 am
Aura Volunteer Fire Company	Parking Lot Bathrooms <i>(Fire Prevention Display)</i>	10/11/2023	5:30 pm through 9:00 pm
Elk Township Education Association	All Purpose Room Art Room Courtyard <i>(Teddy Bear Sleepover)</i>	10/18/2023	5:30 pm through 8:30 pm

(All facility requests are pending proper insurance certificates)

3. Cafeteria – (Colleen Barbaro)

a. None

4. Transportation – (Lynnette Peterson)

a. I make a motion to approve the 2023-2024 participation in the cooperative transportation service with GCSSSD

9. Superintendent’s Report

A. Recommend the Board approve the August 2023 HIB report as previously submitted

B. 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>
10/20/2023	Mood’s Farm Mullica Hill	Kindergarten 12:15 pm - 1:45 pm
10/24/2023	Mood’s Farm Mullica Hill, NJ	Pre-K 9:30 am - 11:15 pm

C. 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	\$41,850.00/year (\$232.50/diem)
S. L.	5/14/2013	ERI	Gloucester County Special Services School District	\$43,830.00/year (\$243.50/diem) 1:1 Aide \$41,580.00/year (\$231.00/diem)
S. T.	7/14/2017	MD	Gloucester County Special Services School District	\$41,850.00/year (\$232.50/diem) 1:1 Aide \$41,580.00/year (\$231.00/diem)
L. C.	11/11/2016	ERI	Gloucester County Special Services School District	\$43,830.00/year (\$243.50/diem)

D. 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 2023
5. Facility Manager's Report
6. Principal's Report
7. Fire Drills/Crisis Drills

Fire Drill	9/12/2023	9:00 am
Full Evacuation Drill	9/14/2023	

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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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 October 12, 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.