

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

**ORDER OF BUSINESS AND AGENDA
ELK TOWNSHIP BOARD OF EDUCATION
NOVEMBER 9, 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 - [10/12/2023](#)

6. Communications/Presentations

A. Marc Nagtegaal - Boy Scout Project - Memorial Garden

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 Samantha Tuller, Preschool Instructional Coach/Intervention and Referral Specialist at an annual salary of \$75,000 (prorated) to begin on January 2, 2023(or sooner)
- b. I make a motion to approve Cindy Mendenhall as a substitute nurse for the 2023-2024 school year at a previously approved rate

2. Policy – (Eugene Thomas)

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

Policy # 1642.01	Sick Leave (M)
Reg # 1642.01	Sick Leave (M)
Policy # 3432	Sick Leave - Abolished (M)

3. Curriculum & Technology - (Cheryl Potter)

- a. I make a motion to approve the submission of the Amended Safe Return to School Plan.
- b. I make a motion to approve submission of the FY24 Title I Comparability of Services Report.
- c. I make a motion to approve submission of the 2024-2025 Preschool Operational Plan
- d. I make a motion to approve submission of the 2024-2025 Preschool Projected Enrollment
- e. I make a motion to approve revisions to the Elk Township School District Report Cards

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>
5th Grade	Library - Fall Party	10/31/23	1:30pm - 3:00pm
Safety Patrol	Library - Safety Patrol meeting	10/25/23 11/14/23 12/6/23 1/10/24 2/7/24 3/6/24 4/10/24 5/1/24 6/5/24	3:00pm - 4:00pm
Franklin Township Youth Basketball	All purpose room - basketball practice	Monday & Wednesday	6:00pm - 7:00pm
Music Department	All purpose room - Holiday Concert	12/13/23	6:30 pm - 8:30pm

(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 [school bus evacuation drills](#) that were completed on October 17th and 20th, 2023

9. Superintendent’s Report

- A. Recommend the Board approve the Elk Township School District New Jersey Single Accountability Continuum District Performance Review (NJQSAC DPR)
- B. Recommend the Board approve the September 2023 HIB report as previously submitted

C. Recommend the Board approve the following field trip in accordance with our fee schedule and educational significance as listed:

<u>Date</u>	<u>Name/Location</u>	<u>Grade/Time</u>
6/7/2024	Fun Plex Mt. Laurel, NJ	Grade 6 9:00 pm - 1:45 pm

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 - [October 2023](#)
5. [Facility Manager's Report](#)
6. [Principal's Report](#)
7. Fire Drills/Crisis Drills

Fire Drill	10/11/2023	9:00am
Fire Drill - Walls School	10/11/2023	10:00am
Lockdown Drill	10/30/2023	9:30am
Lockdown Drill - Walls School	10/27/2023	10:00am

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 November 9, 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.