

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

**ORDER OF BUSINESS AND AGENDA
ELK TOWNSHIP BOARD OF EDUCATION
DECEMBER 14, 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 - 11/09/2023

6. Communications/Presentations

A. Danielle Saponaro - PreK Update

1. Pre K open house 1/17/24

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 amend Samantha Tuller’s, Preschool Instructional Coach/Intervention and Referral Specialist, start date to December 1, 2023
- b. I make a motion to approve the Student Voice Club Advisors at a rate of \$725/each as listed:

Kristen Molinari	Paige Starr
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**Paid through the PBIS Grant*

2. Policy – (Eugene Thomas)

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

Policy 2419	School Threat Assessment Teams (M) - <i>Revised</i>
Reg 2419	School Threat Assessment Teams (M) - <i>New</i>

3. Curriculum & Technology - (Cheryl Potter)

- a. I make a motion to approve the amended FY24 ESEA applications
- b. I make a motion to approve Rekindle Education to provide 1:1 instructional coaching to support non-tenured math teachers for the 2023-2024 school year at a rate of \$600 per teacher

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 October 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 October 2023. The Treasurer’s Report and Secretary’s Report are in agreement for the month of October 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 October Transfer Report
- f. I make a motion to approve the following bills as listed:
 - 1. General Bill List \$ 393,560.26
 - 2. Hand Check \$ 38,128.71
 - 3. Cafeteria Bill List \$ 27,869.16

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>
Music Department	All Purpose Room	12/20/23	6:00pm - 8:30pm
ETEA	Kitchen	12/11/23	5:30pm - 8:30pm
HSA	Library	11/20/23	6:00pm - 7:00pm
HSA	Library-Meeting	12/6/23	6:00pm - 8:00pm
HSA	All Purpose Room Holiday Shop	12/11/23	5:00pm - 9:00pm
HSA	Library Holiday Shop	12/13/23	8:00am - 4:00pm
HSA	Staff Lounge Luncheon	12/20/23	9:00am - 2:00pm
HSA	Library-Meeting	1/3/24	6:00pm - 8:00pm

HSA	Library-Meeting	2/15/24	6:00pm - 8:00pm
HSA	Library-Meeting	3/13/24	6:00pm - 8:00pm
HSA	Library-Meeting	4/10/24	6:00pm - 8:00pm
HSA	Library-Meeting	5/8/24	6:00pm - 8:00pm
HSA	Library-Meeting	6/6/24	6:00pm - 8:00pm
HSA	Courtyard-Fun Day	6/13/24	8:00am - 12:00pm
*Elk Township PD	Aura School Active Shooter Drill	12/27/23	8:00am - 4:00pm

(All facility requests are pending proper insurance certificates)

- b. I make a motion to approve the Three Year Comprehensive Maintenance Plan as presented
- c. I make a motion to approve the Annual Maintenance Budget Amount Worksheet, Form M-1 as presented
- d. I make a motion to approve the Maximum Capital Reserve (LRFP) in the amount of \$1,015,528

3. Cafeteria – (Colleen Barbaro)

- a. I make a motion to approve the September 2023 cafeteria report as listed:

Total Income	\$ 12,627.36
Total Expense	(\$13,642.40)
Net Income or (Loss)	(\$ 1,015.04)
Average Daily Attendance	372
Average Daily Participation	138
Percentage of Participation	37%

4. Transportation – (Lynnette Peterson)

- a. I make a motion to approve the following 2023-2024 Transportation Jointure as listed:
 - 1. Clayton Board of Education

9. Superintendent’s Report

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

- B. Recommend the Board approve 2023-2024 District Goals as presented
- C. 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 2023
 5. Facility Manager’s Report
 6. Principal’s Report
 7. Fire Drills/Crisis Drills

Fire Drill	11/30/23	1:00pm
Fire Drill - Walls School	11/30/23	2:45pm
Lockdown Drill	11/21/23	9:25am
Lockdown Drill - Walls School	11/21/23	2:15pm

10. Legislation (Mary Snively)

- A. Legislative Update

11. Gloucester County School Board Association (Sarah Ruczynski)

- A.

12. School Business Administrator’s Report

- A. For the information of the Board on Thursday November 30th the GCSSD JIF held their annual state of the fund dinner. Since joining the JIF, Delsea has implemented several procedures to limit risk and promote safety. For our efforts we were awarded the following:
 1. Performance award - Loss ratio below 50% - \$1,000
 2. Most Improved District - \$1,000
 3. Elite II Safety - \$2,500

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 14, 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.