

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

**ORDER OF BUSINESS AND AGENDA
ELK TOWNSHIP BOARD OF EDUCATION
AUGUST 8, 2024
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 - 6/13/2024
- B. Executive Session - 6/13/2024

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 accept the resignation of Bridget Wurster, Custodian, effective July 19, 2024
- b. I make a motion to approve Dr. Briean Madden to the following positions for the 2024-2025 school year:
 1. Affirmative Action Officer
 2. Attendance Officer
 3. Issuing Officer for working papers
 4. Safety Official

2. Policy – (Eugene Thomas)

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

| | |
|-------------|--|
| Policy 5350 | Student Suicide Prevention (M) - <i>Revised</i> |
| Policy 5570 | Sportsmanship - <i>New</i> |
| Policy 8420 | Emergency and Crisis Situations (M) - <i>Revised</i> |
| Policy 9181 | Volunteer Athletic Coaches and Co-Curricular Activity Advisors / Assistants - <i>Revised</i> |

3. Curriculum & Technology - (Cheryl Potter)

a. I make a motion to approve the following clinic/workshop as listed:

| Name | Location | Workshop | Date | Reg Fee | Mileage & Tolls | Lodging & Meals | Total |
|------------------|----------|---|------|------------|-----------------|-----------------|------------|
| Katharine Caruso | Virtual | IMSE: Impact Morphology Plus Training | | \$1,500.00 | | | \$1,500.00 |

- b. I make a motion to approve Elk staff to attend the Delsea Summer Professional Development Institute from 8/19/24 through 8/21/24 at a rate of \$120/day
- c. I make a motion to approve the 2024-2025 District Professional Development Plan
- d. I make a motion to approve the 2024-2025 District Mentoring Plan
- e. I make a motion to approve the Stronge+ Teacher Evaluation System for the 2024-2025 school year
- f. I make a motion to approve the NJ Principal Evaluation System for the 2024-2025 school year
- g. I make a motion to approve submission of the 2024-2025 IDEA Grant application
- h. I make a motion to approve the submission of the 2024-2025 Comprehensive Equity Plan Statement of Assurance
- i. I make a motion to approve of the FY25 ESEA Allocations as listed:
 - 1. Title I: \$ 68,694
 - 2. Title II: \$ 8,783
 - 3. Title III: \$ 1,011
 - 4. Title IV: \$ 10,000
- j. I make a motion to approve the transfer of Title III funds to the Gloucester County Title III Consortium because the allocation is less than \$10,000
- k. I make a motion to approve Rekindle Education to provide 1 to 1 on-demand instructional coaching for non-tenured math teachers at a rate of \$600 per teacher for a total of \$2400. Paid through Title II funds and subsidized by the Overdeck Family Foundation
- l. I make a motion to approve Kristen Molinari as the Teacher in Charge at a previously approved rate.
- m. I make a motion to approve 10 summer work days for Danielle Saponaro, the preschool administrator, to prepare for the upcoming school year at a rate of \$200 per day. Paid through Title I funds.

- n. I make a motion to approve 10 summer work days for Kelsey Wertz, the Student Success Coordinator, to analyze year-end data and plan intervention protocols for the upcoming school year at a rate of \$175 per day. Paid through Title I funds
- o. I make a motion to approve Tara Branco to provide Handle With Care Training to all staff members on September 3, 2024 and compensate for preparation in the amount of \$500 (Paid through Title II funds)
- p. I make a motion to approve a partnership with Drexel University AJ Drexel Autism Institution to participate in a pilot program for the M-CHAT-S early elementary autism screener (participants will be selected on a voluntary basis)
- q. I make a motion to approve the following positions for implementation of the Teacher Climate and Culture Innovation Grant

| <u>Title</u> | <u>Name</u> | <u>Stipend</u> |
|----------------------------------|-------------------------|----------------|
| Project Director | Dr. Anthony Fitzpatrick | \$10,000 |
| Student Success Coordinator | MaryBeth Warfield | \$7,500 |
| Instructional Supervisor | Dr. Michael Berner | \$5,000 |
| Instructional Supervisor | Brianna Rucci | \$5,000 |
| SGP/PDP/Master Teacher Core Team | Steven Keane | \$2,825 |
| SGP/PDP/Master Teacher Core Team | Kristen Molinari | \$2,825 |
| SGP/PDP/Master Teacher Core Team | Marielle Walker | \$2,825 |
| SGP/PDP/Master Teacher Core Team | Paige Nelson | \$2,825 |
| SGP/PDP/Master Teacher Core Team | Ryan Malloy | \$2,825 |
| SGP/PDP/Master Teacher Core Team | Brianna Anderson | \$2,825 |
| SGP/PDP/Master Teacher Core Team | Kelsey Wertz | \$2,825 |
| SGP/PDP/Master Teacher Core Team | Tess Fisher | \$2,825 |

- r. 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) |

- s. I make a motion to approve Marianne Marinelli for the following:
1. Learning Evaluations at a rate of \$200 per evaluation
 2. Attend Child Study team meetings at a rate of \$60 per meeting
- t. 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 |

- u. I make a motion to approve the following Rowan University students for clinical placement as listed:

| <u>Name</u> | <u>Dates</u> | <u>Subject</u> | <u>Cooperating Teacher</u> | <u>School</u> |
|-------------|---|----------------|----------------------------|---------------|
| Tammy Park | <i>Fall 2024: 9/3/24 - 12/19/24 (Minimum of 50 hours)</i> | School Nurse | Marcos Haro | Aura |

- v. I make a motion to approve the School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act

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 May 2024 and also June 2024 (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 May 2024 and June 2024 (draft). The Treasurer’s Report and Secretary’s Report are in agreement for the month of June 2024 (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 May and June (draft) Transfer Report
- f. I make a motion to approve the following bills as listed:
 - 1. General Bill List - June \$ 142,030.65
 - 2. General Bill List - July \$ 144,258.18
 - 3. Hand Checks - June \$ 12,079.78
 - 4. Hand Checks - July \$ 35,997.03
 - 5. General Bill List - August \$ 500,068.01
 - 6. Cafeteria Bill List \$ 25,704.88

- 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 2024 cafeteria report as listed:

| | |
|------------------------------------|-----------------------|
| Total Income | \$ 9,461.45 |
| Total Expense | \$ (16,217.93) |
| Net Income or (Loss) | \$ (6,756.48) |
| Average Daily Attendance | 356 |
| Average Daily Participation | 181 |
| Percentage of Participation | 51% |

- b. I make a motion to approve the lunch/breakfast pricing for the 2024-2025 school year as listed:

| | Full Price | Reduced Price |
|-----------|-------------------|----------------------|
| Lunch | \$ 3.30 | *\$.40 |
| Breakfast | \$ 1.95 | *\$.30 |
| Adult | \$ 5.00 | 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 2024-2025
- B. Recommend the Board approve the enrollment of employee Kelsey Wertz’ child into Kindergarten at Aura Elementary School for the 2024-2025 school year at a fee per unit agreement.
- C. Recommend the Board approve the June 2024 HIB report as previously submitted
- D. Recommend the Board acknowledge the receipt of the following reports as listed:
 1. Enrollment - July
 2. Staff Attendance - June
 3. Nurse’s Report - June & Summer school
 4. HIB Report - June & July
 5. Facility Manager’s Report
 6. Principal’s Report
 7. Fire Drills/Crisis Drills

| | | |
|----------------|-----------|----------|
| Fire Drill | 7/11/2024 | 12:45 pm |
| Lockdown Drill | 7/26/2024 | 9:30 am |

- E. 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 (\$4,770.00/20 days) |
| S. L. | 5/14/2013 | ERI | Gloucester County Special Services School District | ESY \$234.00/diem (\$4,770.00/20 days) 1:1 Aide \$191.50/diem (\$3,900.00/20 days) |
| S. T. | 7/14/2017 | MD | Gloucester County Special Services School District | ESY \$234.00/diem (\$4,770.00/20 days) 1:1 Aide |

| | | | | |
|-------|------------|--------------------|--|---|
| | | | | \$191.50/diem (\$3,900.00/20 days) |
| L. C. | 11/11/2016 | MD | Gloucester County Special Services School District | ESY \$234.00/diem (\$4,770.00/20 days) |
| S. M. | 10/30/17 | CI | Archway | \$292.27/diem (\$61,376.70/210 days) 1:1 Aide \$180.00/diem (\$37,800.00/210 days) |
| P. K. | 6/30/20 | PreK - Disabled | HolleyDELL School | \$509.26/diem (\$108,472.38/213 days) |

10. Legislation (Jacqueline Wraight)

A. Legislative Update

11. Gloucester County School Board Association (Colleen Barbaro)

A.

12. School Business Administrator's Report

A. Recommend the Board approve the Interlocal Agreement with Pitman BOE to lease classroom space at the Walls school

13. Old Business

14. New Business

15. Public Participation (Second) 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.

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. Board Matters
2. Personnel

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 8, 2024.

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.