

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

**ORDER OF BUSINESS AND AGENDA
ELK TOWNSHIP BOARD OF EDUCATION
SEPTEMBER 12, 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 - 8/8/2024
- B. Executive Session - 8/8/2024

6. Communications/Presentations

A. 2024 Assessment Results

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 Sandra Schmittinger as a substitute nurse for the 2024-2025 school year at a previously approved rate.
- b. I make a motion to approve the following teaching staff hires for the 2024-2025 school year as listed:

<u>Name</u>	<u>Position</u>	<u>Degree</u>	<u>Step</u>	<u>Salary</u>	<u>Effective</u>
Aranna Granda	Teacher-Music	BA	1	\$55,334	9/16/2024

c. I make a motion to approve the following leave of absence as listed:

<u>Employee</u>	<u>Leave Requested</u>	<u>Paid/Unpaid Days</u>	<u>Federal Medical Leave</u>	<u>State Medical Leave</u>
Brian Cogle	09/03/2024 through 12/31/2024	09/03/2024 through 12/31/2024 (Unpaid)	09/03/2024 through 11/25/2024	09/03/2024 through 11/25/2024

2. Policy – (Eugene Thomas)

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

Policy 0141	Board Member Number and Term - <i>Revised</i>
Policy 2200	Curriculum Content (M) - <i>Revised</i>
Policy 3160	Physical Examination (M) - <i>Revised</i>

3. Curriculum & Technology - (Cheryl Potter)

- a. I make a motion to approve the following graduate coursework as listed:

<u>Name</u>	<u>Course</u>	<u>Cost</u>
Paige Nelson	Master’s Capstone Project	\$1,950.00

- b. I make a motion to approve the 2024 Assessment Results
- c. I make a motion to approve the submission of the Gifted and Talented Educational Service Report
- d. I make a motion to approve the revision to the Report Card (in special area classes)
- e. I make a motion to approve Brett DiNovi and Associates to provide the following services:
1. Behavior Clinical Associate at a rate of \$57.50/hr
 2. Behavior Consultant at a rate of \$130/hr

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 July and June Final. 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 July and June Final . The Treasurer’s Report and Secretary’s Report are in agreement for the month of July and June final
- 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 Transfer Report for July and June Final
- f. I make a motion to approve the following bills as listed:
 - 1. General Bill List - \$ 200,163.76
 - 2. Hand Checks - \$ 58,656.13

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

(All facility requests are pending proper insurance certificates)

- 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>
Girl Scouts	All Purpose Room	09/23/24 through 06/25/25	Mondays 6:30pm-7:30pm
Municipal Alliance	All Purpose Room	09/27/24	12:00pm-1:45pm
*Elk Twp Field Hockey	All Purpose Room	10/08/24	5:00pm-8:00pm

3. Cafeteria – (Colleen Barbaro)

- a.

4. Transportation – (Lynnette Peterson)

- a.

9. Superintendent’s Report

- A. Recommend the Board approve the contract for In-School Nursing Services provided by Star Pediatric Home Care Agency effective July 1, 2024 through June 30, 2025
- B. Recommend the Board approve the June and July 2024 HIB report as previously submitted
- C. Recommend the Board approve the following field trips in accordance with our fee schedule and educational significance as listed:

<u>Date</u>	<u>Location</u>	<u>Name</u>
10/03/24	Zimmerman’s Farm	Pre-K, 3 & 4, All Teachers

* 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	\$237.17/diem (\$42,690.00/180 days)
S. L.	5/14/2013	MD	Gloucester County Special Services School District	\$237.17/diem (\$42,690.00/180 days)
S. T.	7/14/2017	MD	Gloucester County Special Services School District	\$237.17/diem (\$42,690.00/180 days)
L. C.	11/11/2016	ERI	Gloucester County Special Services School District	\$248.39/diem (\$44,710.00/180 days)

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

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

Fire Drill	8/14/2024	9:00am
Lockdown Drill-Tabletop	8/26/2024	9:30am

10. Legislation (Jacqueline Wraight)

- A. Legislative Update

11. Gloucester County School Board Association (Colleen Barbaro)

- 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.

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.

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 September 12, 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.

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.

18. Motion to adjourn at: _____ p. m.