

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

**ORDER OF BUSINESS AND AGENDA  
ELK TOWNSHIP BOARD OF EDUCATION  
OCTOBER 10, 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 - 9/12/2024

**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 approve the following substitute nurses for the 2024-2025 school year at a previously approved rate.

Nicole Lucarini	Joanne Gibison	Megan McWain
Carol Verechia	Wanda Martorano	

- b. I make a motion to approve the following extracurricular positions as listed:

<u>Name</u>	<u>Position</u>	<u>Rate</u>
Jennifer Seeney / Jennifer Barrett	Student Congress Advisor	\$ 725 (Split)
Arianna Granda	Music Coordinator	\$ 725
Steven Keane	Morning News Coordinator	\$ 725
Jennifer Seeney / Jennifer Barrett	Safety Patrol	\$ 725 (Split)
Rachel Tomczak	Home and School Liaison	\$ 525
Tara Palma / Desiree Smith	Science Coordinator	\$ 525

c. I make a motion to approve the following volunteer positions as listed:

<u>Name</u>	<u>Position</u>	<u>Rate</u>
Christine Magro	Art Show	N/A
Desiree Smith	Talent Show	N/A
Amanda Archangeli / Rebecca Shugarts	Drama Club	N/A
Brianna Anderson	Kindness Club	N/A

d. I make a motion to approve part time security personnel for Pre K program as listed:

Joseph Acello (\$15.13/hr)	Edward Leadbetter (\$15.96/hr)
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e. I make a motion to approve Kristen Molinari to provide homebound instruction for D.O. 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:

Regulation #3160	Physical Examination (M) - <i>Revised</i>
Policy #4160	Physical Examination (M) - <i>Revised</i>
Regulation #4160	Physical Examination (M) - <i>Revised</i>
Policy #0164.6	Remote Public Board Meetings During a Declared Emergency (M) - <i>Abolish</i>

3. Curriculum & Technology - (Cheryl Potter)

a. I make a motion to approve the following clinics/workshops as listed:

Name	Location	Workshop	Date	Reg. Fee	Mileage & Tolls	Lodging & Meals	Total
Tammy Park	Somerset NJ	33rd Annual School Health Conference	10/16/24	\$250.00			\$250.00
Arianna Grande	Mountain Lakes, NJ	Annual NJSMA Elementary Fall	10/14/24	\$62.00			\$62.00

		Workshop					
*Dr. Briean Madden	Rowan University	Building Thinking Classrooms	12/16/2024	\$199.00	\$1.45	-	\$200.45
*Kristine Carter	Rowan University	Building Thinking Classrooms	12/16/2024	\$199.00	\$0.75	-	\$199.75
*Brianna Anderson	Rowan University	Building Thinking Classrooms	12/16/2024	\$199.00	\$0.75	-	\$199.75
*Liz Mennig	Rowan University	Building Thinking Classrooms	12/16/2024	\$199.00	-	-	199.00
*Kelsey Wertz	Rowan University	Building Thinking Classrooms	12/16/2024	\$199.00	\$4.32	-	\$203.32
^Danielle Saponaro	NJDOE LRC Central	Preschool Community Parent Involvement Specialist Workshop	11/20/24 and 1/14/2025	-	\$90.24		\$90.24
^Samantha Tuller	Virtual	2024-2025 Seminar in PIRS Practices	10/1/24 10/8/24 10/15/24 10/22/24 10/29/24 11/12/24 11/19/24 12/3/24 12/4/24 12/10/24 1/7/25 1/14/25 1/21/25 1/28/25 2/4/25 2/11/25	\$1,200.00	-	-	\$1,200.00

*\*Paid through the High Impact Tutoring Grant*

*^ Paid through Preschool Expansion Aid*

- b. I make a motion to approve FY24 ESEA Final Expenditure Report
- c. I make a motion to approve the 2024-2025 Title I Parent Compact
- d. I make a motion to approve the 2025-2026 Three-Year Preschool Program Plan, Statement of Assurances, District Contact Chart, and Annual Update.
- e. I make a motion to approve submission of the 2025-2026 PEA Preschool Projected Enrollments Report.
- f. I make a motion to allow the instructional coach from EDM Consulting to attend the Building Thinking Classrooms Workshop on 12/16/2024 with a registration cost of \$199 (*\*Paid through the High Impact Tutoring Grant*)
- g. I make a motion to approve a stipend for 1 hour of professional development on October 11, 2024 for updates to the iReady Math Program at a rate of \$30 for the following teachers:

Terri Fleming	Rachel Tomczak	Kim Williams
Andria Bell	Erin Genzel	Kristen Plowman
Paige Starr	Desiree Smith	Dawn Williams

*\*Paid for through the High Impact Tutoring Grant*

- h. I make a motion to approve the following staff members to participate in the Responsive Classroom Book Study and Implementation Program with a stipend of \$1,290.00

Christine Magro	Arianna Granda	Denise Pierce
Brianna Anderson	Paige Starr	Steven Keane
Brieann Madden		

*\*Paid through the Teacher Climate and Culture Innovation Grant*

- i. I make a motion to approve an instructional coach from EDM Consulting to facilitate the Responsive Classroom Book Study and Implementation program at a cost of \$1,290.00 (*\*Paid through the High Impact Tutoring Grant*)
- j. I make a motion to approve submission of a New Jersey Department of Education Waiver for a preschool classroom at WCK Walls School that is 4 sq ft smaller than required.
- k. I make a motion to approve Marcos Haro to provide translation services as needed not to exceed \$600 (*Paid through Title III funds*)
- l. 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 \$550 (amended from 8/8/24 agenda) (*\*Paid through Title II Funds*)

**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. 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. The Treasurer’s Report and Secretary’s Report are in agreement for the month of August
- 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 August
- f. I make a motion to approve the following bills as listed:
  - 1. General Bill List - \$ 245,525.44
  - 2. Hand Checks - \$ 306,832.21

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>
ETEA Teddy Bear Sleepover	All Purpose Room	10/09/24	5:30pm-8:00am
Safety Patrol	Library	Second Wednesday of the month beginning 11/13/24	3:00pm-4:00pm
Drama Club	All Purpose Room	Every Thursday	3:00pm-4:00pm

Student Congress	Library	First Wednesday of the month beginning 10/30/24	3:00pm-4:00pm
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3. Cafeteria – (Colleen Barbaro)

a.

4. Transportation – (Lynnette Peterson)

a.

**9. Superintendent’s Report**

A. Recommend the Board approve the August HIB report as presented last month

B. 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>
10/15/2024 Rain Date 10/18/2024	Delsea High School Football Field	Kindergarten Tomczak, Fleming, Williams 9:30am - 11:00am

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>
B. C.	1/6/2016	MD	Glassboro BOE	\$143.42/day ESY \$2,294.72 SY \$25,815.60
A. N.	12/24/2019	PSD	Pittsgrove BOE	\$153.99/day SY \$27,719.00

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

1. Enrollment - September
2. Staff Attendance - September
3. Nurse’s Report - September
4. HIB Report - September
5. Facility Manager’s Report
6. Principal’s Report - September

7. Fire Drills/Crisis Drills

Fire Drill	9/12/24	10:00 am
Fire Drill - Pitman	9/30/24	3:30 pm
Lockdown Drill	9/16/24	1:00 pm
Lockdown Drill - Pitman	9/23/24	2:30 pm

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.**

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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. Board Matters

**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 10, 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.**