

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

**ORDER OF BUSINESS AND AGENDA
ELK TOWNSHIP BOARD OF EDUCATION
JANUARY 9, 2025
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 Board Secretary 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. Results of Election

A. Elected to three year term

- J. Wilson Hughes, Jr. - 1,630
- Colleen Barbaro - 1,651
- Angelique Stoney-Siplin - write in

5. Administration of the Oath of Office

6. Roll call

7. Nominations for President

- A. Recommend the Board open the nominations for President
- B. Recommend the Board close the nominations for President
- C. Recommend the Board cast the ballot for President
- D. Recommend the Board appoint _____ as the new President

8. Nominations of Vice President

- A. I make a motion to open the nominations for Vice President
- B. I make a motion to close the nomination for Vice President
- C. I make a motion to cast the ballot for Vice President
- D. I make a motion to appoint _____ as the new Vice President

9. Reorganization items and Appointments

- A. I make a motion to adopt all existing and pending board policies and regulations
- B. I make a motion to appoint _____ as delegate to the New Jersey School Boards Association, for 2025
- C. I make a motion to appoint _____ as alternate delegate to the New Jersey School Boards Association, for 2025
- D. I make a motion to appoint _____ as delegate to the Gloucester County School Boards Association, for 2025
- E. I make a motion to appoint _____ as alternate delegate to the Gloucester County School Boards Association, for 2025
- F. I make a motion to approve parliamentary procedures for Board meetings
- G. I make a motion to approve the curriculum and textbooks, for the 2025-2026 school year
- H. I make a motion to approve the Board of Education Regular Meeting and Special Meeting Dates and Times
- I. For the information of the Board the School Ethics Act and Code for School Board Members, pursuant to N.J.S.A. 18A:12-24.1 et seq., have been distributed. Each member of the Board of Education shall sign an acknowledgement of receipt for the Code of Ethics. This acknowledgement of receipt assures that each Board of Education member has read and become familiar with the Code of Ethics
 - 1. Reading and discussion of Code of Ethics

10. Motion to approve meeting minutes as listed

- A. Regular - 12/12/24

11. Communications/Presentations

- A.

12. 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.

13. 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 Kelsey Wertz as project manager for the High Impact Tutoring After School Program with a \$1,000 stipend
- b. I make a motion to approve Kristen Molinari to provide direct tutoring services through the High Impact Tutoring Grant Program at a previously approved hourly rate not to exceed 69 hours

2. Policy – (Eugene Thomas)

- a. None

3. Curriculum & Technology - (Cheryl Potter)

- a. I make a motion to approve submission of 3 Opioid Recovery Grants (District Improvement, Model Programs and Best Practices, and Innovation) for \$500,000 each for a total of \$1.5 million dollars
- b. I make a motion to approve the following students from Rowan University to complete 20 hours of Clinical Experience Placement at Aura Elementary School during the below indicated dates:

<u>Name</u>	<u>Dates</u>	<u>Subject</u>	<u>Cooperating Teacher</u>	<u>School</u>
Rose Marie Critelli	1/21/25 - 3/17/25	Elementary Education	Jennifer Everwine	Aura
Julianna Giordano	3/18/25 - 5/12/25	Elementary Education	Jennifer Everwine	Aura

- c. I make a motion to approve the following NJL2L coursework as listed:

<u>Name</u>	<u>Course</u>	<u>Cost</u>
Danielle Saponaro	NJ Leader to Leader Mentoring Program	\$1,500.00

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

<u>Name</u>	<u>Course</u>	<u>Cost</u>
Kelsey Wertz	LDTC 502 Data Driven Decision Making & Collection for Learning Consultants	\$747.00
Kelsey Wertz	EDU 801 Educational Programming for Students with Autism Spectrum Disorders and other Developmental Disabilities	\$747.00
Kelsey Wertz	LDTC 501 Theory and Practices in Support of Individuals with Dyslexia	\$747.00
Kelsey Wertz	EDU 506 Motivation and Learning in Students With and Without Disabilities	\$747.00
Kelsey Wertz	EDU 630 Moderate to Profound Disabilities	\$747.00
Kelsey Wertz	LDTC 503 Addressing the Needs and Diagnosis of Children with Learning Disabilities	\$747.00

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 November The Board Secretary certifies that no line item account has been over-expand 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 November. The Treasurer’s Report and Secretary’s Report are in agreement for the month of November.
- 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 November

f. I make a motion to approve the following bills as listed:

- 1. General Bill List - \$ 275,802.66
- 2. Hand Checks - \$ 24,998.47
- 3. Cafeteria Checks - \$ 14,631.48

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/ Event</u>	<u>Facility Requested</u>	<u>Dates Requested</u>	<u>Time Requested</u>
4th Gr Project Presentation	All Purpose Room	01/13/25	2:25pm-3:00pm
Baseball/Softball Winter Workouts	All Purpose Room	02/03-03/14	5:45pm-8:15pm
Girls Snow Glow Dance	All Purpose Room	02/07/2025	5:00pm-8:30pm
*Girl Scouts of America	All Purpose Room	Wednesday Evening (every other)	7:00pm-8:00pm

3. Cafeteria – (Colleen Barbaro)

a. I make a motion to approve the November 2024 cafeteria report as listed:

Total Income	\$ 12,857.57
Total Expense	\$(15,688.93)
Net Income or (Loss)	\$(2,831.36)
Average Daily Attendance	353
Average Daily Participation	13
Percentage of Participation	4%

4. Transportation – (Lynnette Peterson)

a.

14. Superintendent’s Report

- A. Recommend the Board approve the November 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/Time</u>	<u>Location</u>	<u>Grade/Class</u>
02/28/2025	Rowan Edelman Planetarium	6th grade
03/14/2025	Scotland Run Nature Center	Kindergarten
05/22/2025	Cape May Zoo	Kindergarten

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

- 1. Enrollment - December
- 2. Staff Attendance - December
- 3. Nurse’s Report - December
- 4. HIB Report - December
- 5. Facility Manager’s Report - December
- 6. Principal’s Report - December
- 7. Fire Drills/Crisis Drills

Fire Drill	12/11/24	11:50pm
Fire Drill - Pitman	12/20/24	10:00am
Lockdown Drill	12/20/24	9:30am
Lockdown Drill - Pitman	12/16/24	3:30pm

15. Legislation (Jacqueline Wraight)

- A. Legislative Update

16. Gloucester County School Board Association (Colleen Barbaro)

- A.

17. School Business Administrator’s Report

- A. Recommend the Board approve the 2025-2026 Budget Calendar as presented
- B. Recommend the Board approve the 2023-2024 Annual Comprehensive Annual Financial Report
- C. Recommend the Board approve the 2023-2024 Auditor’s Management Report
- D. Recommend the Board approve the 2023-2024 Audit Synopsis

18. Old Business

19. New Business

20. Public Participation (Second) Time Limit: 3 minutes per group or individual not being represented by a group.

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21. 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 January 9, 2025.

Joseph Collins, Board Secretary

Start time for Executive Session: _____ p.m.

End time for Executive Session: _____ p.m.

22. PUBLIC PARTICIPATION (Third) Time Limit: 3 minutes per group or individual not being represented by a group.

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