

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

**ORDER OF BUSINESS AND AGENDA  
ELK TOWNSHIP BOARD OF EDUCATION  
JANUARY 6, 2022  
REGULAR BOARD OF EDUCATION MEETING  
AURA SCHOOL ALL PURPOSE ROOM – 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

- Colleen Barbaro - 1,288
- J. Wilson Hughes, Jr. - 1,247
- Angelique Stoney-Siplin - 1,182

B. Elected to one year term

- Sarah Ruczynski - 1,284

**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 2022
- C. I make a motion to appoint \_\_\_\_\_ as alternate delegate to the New Jersey School Boards Association, for 2022
- D. I make a motion to appoint \_\_\_\_\_ as delegate to the Gloucester County School Boards Association, for 2022
- E. I make a motion to appoint \_\_\_\_\_ as alternate delegate to the Gloucester County School Boards Association, for 2022
- 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 2021-2022 school year
- H. I make a motion to adopt the 2022 Aura School Board meeting schedule as follows (All meetings will begin at 7:00 pm unless otherwise noted):

<b>Meeting Dates</b>	
February 10th	July 14th
March 10th	August 11th
March TBD - Budget Introduction	September 8th
April 14th	October 13th
May TBD - Public Hearing	November 10th

May 5th	December 8th
June 9th	January 5th (2023)

- 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 - 12/09/2021

**11. Communications/Presentations**

**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 – (Jennifer Wirtz)

*(all hiring is pending completion of required state paperwork and is dependent upon COVID 19 legislation and funding )*

- a. None

2. Policy – (Angelique Stoney-Siplin)

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

<u>Reg. # 3144</u>	Certification of Tenure Charges (R)
<u>Policy # 5200</u>	Attendance (M) (R)
<u>Reg. # 5533</u>	Student Smoking (N)
<u>Policy # 8420</u>	Emergency and Crisis Situations (M) (R)
<u>Reg. # 8420.1</u>	Fire and Fire Drills (R)

3. Curriculum & Technology - (Cheryl Potter)
  - a. I make a motion to approve Climate Team participation in the Dr. John Krownapple Book Study to be paid by Climate Grant Funds
  - b. I make a motion to approve Cooper Learning Center to complete Dyslexia/Educational Assessments at a rate of \$1,200 per assessment
  - c. I make a motion to approve the Five-Year Preschool Operational Plan
  - d. I make a motion to approve the 2020-2021 Title Performance Report
  - e. I make a motion to approve the Elk Township School District Safe Return to School Plan Update as required by the New Jersey Department of Education every six months

**B. Budget & Finance/Facilities/ Transportation**

1. Budget & Finance – (Joyce Massott-Burnett)
  - 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 2021. 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 November 2021. The Treasurer’s Report and Secretary’s Report are in agreement for the month of November 2021
  - 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 November Transfer Report
  - f. I make a motion to approve the following bills as listed:
 

1. General Bill List	\$ <u>266,673.86</u>
2. Hand Check	\$ <u>17,636.35</u>
3. Cafeteria Bill List	\$ <u>13,045.22</u>

2. Facilities – (Sarah Ruczynski)

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>
Franklin Elite Girls Soccer Club 2011	All Purpose Room (Soccer Practice)	Every Thursday January through April	6:00 pm - 8:00 pm
E.T.E.A. / HSA	All Purpose Room Library (Bookfair)	2/15/2022	5:00 pm - 8:30 pm

*(All facility requests are pending proper insurance certificates)*

3. Cafeteria – (Courtney Vance)

a. I make a motion to approve the November 2021 cafeteria report as listed:

<b>Total Income</b>	<b>19,064.00</b>
<b>Total Expense</b>	<b>(11,797.86)</b>
<b>Net Income or (Loss)</b>	<b>7,266.14</b>
<b>Average Daily Attendance</b>	<b>309</b>
<b>Average Daily Participation</b>	<b>273</b>
<b>Percentage of Participation</b>	<b>88%</b>

4. Transportation – (Courtney Vance)

a. None

**14. Superintendent’s Report**

A. Recommend the Board approve the November 2021 HIB report as previously submitted

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

1. Enrollment
2. \*Staff Attendance
3. Nurse’s Report
4. HIB Report - December 2021
5. Facility Manager’s Report
6. \*Principal’s Report
7. Fire Drills/Crisis Drills

	<b>Date</b>	<b>Time</b>
<b>Fire Drill</b>	12/21/2021	1:19 pm
<b>Shelter-In Place Drill</b>	12/21/2021	1:24 pm

**15. Legislation (Mary Snively)**

- A. Legislative Update

**16. Gloucester County School Board Association (Angelique Stoney-Siplin)**

- A.

**17. School Business Administrator's Report**

- A. Recommend the Board approve membership in the Hunterdon County Educational Services Commission Cooperative Purchasing Group

**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 6, 2022.

\_\_\_\_\_  
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.**

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.

**23. Motion to adjourn at: \_\_\_\_\_ p. m.**