

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

**ORDER OF BUSINESS AND AGENDA
ELK TOWNSHIP BOARD OF EDUCATION
FEBRUARY 13, 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 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 - 1/9/25

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. None

2. Policy – (Eugene Thomas)

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

| | |
|------------------|----------------------------------------------------------------------------------------|
| Policy #5512 | Harassment, Intimidation, or Bullying (M) - <i>Revised</i> |
| Policy #5533 | Student Smoking (M) - <i>Revised</i> |
| Regulation #5533 | Student Smoking - <i>Revised</i> |
| Policy #7441 | Electronic Surveillance in School Buildings and on School Grounds (M) - <i>Revised</i> |
| Regulation #7441 | Electronic Surveillance in School Buildings and on School Grounds (M) - <i>Revised</i> |
| Policy #9320 | Cooperation with Law Enforcement Agencies (M) - <i>Revised</i> |
| Regulation #9320 | Cooperation with Law Enforcement Agencies (M) - <i>Revised</i> |

3. Curriculum & Technology - (Cheryl Potter)

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

| <u>Name</u> | <u>Location</u> | <u>Workshop</u> | <u>Date</u> | <u>Reg Fee</u> | <u>Mileage/ Tolls</u> | <u>Meals</u> | <u>Total</u> |
|----------------|-------------------------|------------------------------------------|---------------------------------------------------|----------------|---------------------------|--------------|--------------|
| Briean Madden | Remote @ Aura | Developing the Comprehensive Equity Plan | 02/18/25 | \$125.00 | - | - | \$125.00 |
| Arianna Granda | AC Conv Center | NJ Music Ed Conf | 02/20-02/22 | \$90.00 | \$29.60 | - | \$119.60 |
| Tammy Park | NJPSA Conf Center | School Health & the Law | 02/26/25 | \$150.00 | - | - | \$150.00 |
| Briean Madden | Palace at Somerset | Women's Leadership Conf | 04/08/25 | \$279.00 | \$31.49 | - | \$310.49 |
| Briean Madde | NJ Forensic Tech Center | Safety Specialist Mandatory Training | 3/7/25 3/11/25 3/21/25 3/28/25 4/4/25 | No Cost | | | No Cost |

- b. I make a motion to approve Para-Plus to provide translation services for the 24-25 school year at a rate of \$72 per hour.
- c. I make a motion to approve Gloucester County Special Services School District to complete learning evaluations for the 24-25 school year at the rate of \$435 per evaluation.
- d. I make a motion to approve submission of the FY 24 ESSER Performance Report

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 December 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 December. The Treasurer's Report and Secretary's Report are in agreement for the month of December

- 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 December
- f. I make a motion to approve the following bills as listed:
 - 1. General Bill List - \$ 625,000.43
 - 2. Hand Checks - \$ 49,536.94
 - 3. Cafeteria Checks - \$ 14,783.06

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> |
|--------------------------------------------------|--------------------------------------|-----------------------------------|------------------------------|
| Student Congress/Safety Patrol - Candy Bar Bingo | Library | 03/28/2025 | 5:00pm-8:30pm |
| Christy Magro Fine Arts Show | All Purpose Room | 05/29/2025 | 6:30pm-8:00pm |

3. Cafeteria – (Colleen Barbaro)

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

| | |
|-----------------------------|---------------|
| Total Income | \$12,993.76 |
| Total Expense | (\$15,273.87) |
| Net Income or (Loss) | (2,280.11) |
| Average Daily Attendance | 297 |
| Average Daily Participation | 172 |
| Percentage of Participation | 58% |

4. Transportation – (Lynnette Peterson)
 - a. None

9. Superintendent’s Report

- A. Recommend the Board approve the December 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> |
|------------------------------|------------------------|--------------------------------------------|
| 03/12/2025 8:30am-10:20am | Delsea Middle School | Music |
| 04/11/2025 9:00am-10:45am | Lucas Greenhouses | 5th Grade |
| 06/12/2025 8:30am-1:45pm | Cape May Whalewatcher | 5th Grade - Student Congress/Safety Patrol |
| 06/13/2025 9:45am-1:45pm | Citizens Bank Park | 5th Grade |

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

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

| | | |
|-------------------------|---------|---------|
| Fire Drill | 1/29/25 | 1:35PM |
| Fire Drill - Pitman | 1/29/25 | 12:20PM |
| Lockdown Drill | 1/30/25 | 2:00PM |
| Lockdown Drill - Pitman | 1/31/25 | 12:15PM |

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 Certification of Compliance with Federal and State Law Respecting the Reporting of Compensation for Certain Employees for the calendar year ending December 31, 2024 - E Cert

- B. Recommend the Board approve the request to be granted a waiver for the Special Education Medicaid Initiative

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 February 13, 2025.

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.