

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

**ORDER OF BUSINESS AND AGENDA
ELK TOWNSHIP BOARD OF EDUCATION
MARCH 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 - 2/5/25
- B. Executive - 2/5/25

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. I make a motion to approve the resignation/retirement of Sondre Chacker, Pre K, as of June 30, 2025

b. I make a motion to approve a 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>
Steven Keane	3/26/25 through 5/14/25	3/26/25 through 5/14/25	N/A	N/A

2. Policy – (Eugene Thomas)

a. None

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>
Kelsey Wertz	LDTC Certification	\$747.00

b. I make a motion to approve Susan Miller to provide independent learning evaluations for the 24-25 school year at a rate of \$2,000.00

c. I make a motion to approve the submission of the 2025-2026 Preschool Expansion Aid Budget Workbook

d. I make a motion to approve the shared service agreement with Delsea Regional High School for student counseling services

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 January 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 January. The Treasurer's Report and Secretary's Report are in agreement for the month of January
- 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 January
- f. I make a motion to approve the following bills as listed:
 1. General Bill List - \$ 574,128.12
 2. Hand Checks - \$
 3. Cafeteria Checks - \$ 16,380.39

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>
Fine Arts Show	All Purpose Room	05/29/25	6:30pm-8:00pm
Student Congress & Safety Patrol	Library	03/28/25	5:00pm-8:30pm

3. Cafeteria – (Colleen Barbaro)

- a. I make a motion to approve the January 2025 cafeteria report as listed:

Total Income	\$17,543.52
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Total Expense	(\$18,743.95)
Net Income or (Loss)	(\$1,200.43)
Average Daily Attendance	339
Average Daily Participation	179
Percentage of Participation	53%

4. Transportation – (Lynnette Peterson)

- a. Recommend the Board approve the Participation in Cooperative Transportation with the Gloucester County Special Services School District.

9. Superintendent's Report

- A. Recommend the Board approve the January 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>
05/08/2025 8:45am-1:45pm	The Franklin Institute	2nd Grade
05/16/2025 8:45am-1:45pm	Philadelphia Zoo	4th Grade
06/05/2025 9:30am-1:45pm	Storybook Land	Pre-K
06/05/2025 9:30am-1:45pm	Camden Adventure Aquarium	3rd Grade

- C. Recommend the Board approve the following tuition student placement

<u>Initials</u>	<u>DOB</u>	<u>Classification</u>	<u>School</u>	<u>Contracted Educational Tuition</u>
S.R.	5/26/15	Reg Educ-Illness	Homebound	TBD
B.W.	11/03/17	Multiple Disabilities	GCSSSD (66 days)	Tuition \$237.17/day 1:1 aide \$231.00/day

- D. Recommend the Board approve the 2025-2026 School Calendar

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

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

Fire Drill	2/26/25	9:10am
Fire Drill - Pitman	2/27/25	10:00am
Lockdown Drill	2/25/25	9:00am
Lockdown Drill - Pitman	2/28/25	2:37pm

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

A. Superintendent's Goals

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 Members

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 March 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.