

KNOWLTON TOWNSHIP ELEMENTARY SCHOOL

Office of the Superintendent

AGENDA FOR REGULAR MEETING – March 25, 2019

Notice of Meeting

The New Jersey Public Meetings Law was enacted to insure the right of the public to have advance notice of, and to attend the meetings of, public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Knowlton Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted with The Express-Times and The Star Ledger and distributed to the Knowlton Township Elementary School, the Delaware Post Office and the Knowlton Township Municipal Building.

Call to Order

Flag Salute

Roll Call

Mission Statement

We are committed to provide an engaging, comprehensive education aligned with the New Jersey Student Learning Standards in a healthy, safe and nurturing environment in which all students are encouraged to be critical thinkers and self advocates. Instilling a passion for learning will inspire and guide students to become responsible and compassionate citizens in a constantly changing world. Students have the opportunity to achieve their maximum academic potential both here and in their future education while developing confidence, competence and character.

Public Participation

Correspondence

Superintendent's Report

Vice Principal's Report

Board Secretary's Report – Mr. Brennan will give an overview of the 2019-2020 Knowlton Township Budget

Committee Reports

Presentations –Spelling Bee Awards

Knowlton Knight Awards

Audit presentation – Anthony Ardito

MOTIONS

1. Approval of 2018-2019 Substitute

A motion was made by _____ seconded by _____
to approve the following individual as a substitute teacher for the 2018-2019 school year
pending completion of required paperwork: Kaitlin Bertholf

Motion

2. Approval of 2018-2019 Substitute Custodian

A motion was made by _____ seconded by _____
to approve the following individual as a substitute custodian for the 2018-2019 school year
pending completion of required paperwork: Gene Farber.

Motion

3. Audit and Management Report

A motion was made by _____ seconded by _____
to accept the 2017-18 Audit and Management Report:

Audit for Year Ending June 30, 2018

Administrative Practices and Procedures	None
Financial Planning, Accounting and Reporting	None
School Purchasing Programs	None
School Food Service	None
Student Body Activities	None
Application for State School Aid	None
Pupil Transportation	None
Facilities and Capital Assets	None
Miscellaneous	None
Follow-up on prior year findings	A review was performed on the prior year recommendations. All prior year recommendations were corrected.

Motion

4. Mileage Reimbursement

A motion was made by _____ seconded by _____
to approve the mileage reimbursement at a rate equal to the current OMB circular rate for all
contracts pursuant to N.J.A.C. 6A:23A-7.3 (maximum travel expenditure amount of \$1500
per employee).

On roll call, motion

5. 2019-2020 Budget Preliminary Adoption

A motion was made by _____ seconded by _____ to submit the 2019-20 proposed budget to the Warren County Department of Education for review and approval. The proposed budget includes sufficient funds to provide curriculum compliance with N.J.S.A. and N.J.A.C. Title 6 and 6A. The proposed budget includes the following revenues and expenditures:

Revenues:

General Fund

Local Tax Levy	\$2,849,090
Tuition	0
Miscellaneous Revenue	2,749
Cap Reserve Interest	300
State Aid	1,229,205
Budgeted Fund Balance	516,656
Withdrawal from Capital Reserve	-
Federal Revenue-Special Projects	88,325
Total Revenues	\$4,686,325

Expenditures:

Fund 10 Transfer to Charter School	86,000
Fund 11 Current Expense	4,361,700
Fund 12 Capital Outlay	150,300
General Fund Total	\$4,598,000
Fund 20 Special Revenue	88,325
Total Expenditures	\$4,686,325

On roll call, motion

6. Amendment to ESSA Grant

A motion was made by _____ seconded by _____ to approve an amendment to the ESSA grant submission of \$3,708 to include carryover funds from 2018 as listed:

Title IA: \$2,064
Title IIA: \$1,644

On roll call, motion

7. Approve Policy 1523 –Comprehensive Equity Plan

A motion was made by _____ seconded by _____ to approve Policy 1523.

Motion

8. Approve Policy 6171.2 – Gifted and Talented

A motion was made by _____ seconded by _____
to approve updates to Policy 6171.2.

Motion

9. Approve Policy 6142 – Subject Fields

A motion was made by _____ seconded by _____
to approve Policy 6142.

Motion

10. Merit Goal

A motion was made by _____ seconded by _____
to recognize the designated quantitative Merit Goal for the Superintendent, as stated in the letter dated August 29, 2018, has been achieved and to authorize submission to the Executive County Superintendent for approval and authorization of payment.

On roll call, motion

11. Approve Budget Line Item Transfers

A motion was made by _____ seconded by _____
to approve the attached 2018-2019 budget line-item transfers for the time period of February 29, 2019 through March 25, 2019 with a total of \$4,393.00 for Fund 11.

On roll call, motion

12. Approve Bills

A motion was made by _____ seconded by _____
to approve the bills for payment as follows: Monthly bill list \$406,672.22 and Cafeteria bill list \$3,730.72.

On roll call, motion

Monthly Certification

Pursuant to N.J.A.C. 6A:23-2.11(c) 3, I certify that no budgetary line item account has been over expended in violation of N.J.A.C. 6A:23-2.11(a) as of March 26, 2018 (Policy 6820).

Board Secretary

Date

13. Accept Report of the Secretary and Report of the Treasurer

A motion was made by _____ seconded by _____
to accept the monthly A-148 Secretary’s Report for the month ended February 25, 2019 and the A-149 Treasurer’s of School Monies Report for the month ended February 25, 2019 in compliance with the NJAC 6A:23A-16.10(c). The Board of Education, after review of the Secretary’s monthly financial report (appropriations section) and upon consultation with the

appropriate district officials, certifies that no major account or fund has been overexpended in violation of NJAC 6A:23A-16.10(c).

On roll call, motion

14. Approve Minutes

A motion was made by _____ seconded by _____
to approve the Regular Session minutes of February 25, 2019.

Motion

Old Business

New Business

Upcoming Dates

- April Board Meeting Dates
 - Board Workshop – 4/8/19 at 6pm
 - Regular Meeting – 4/29/19 at 7pm (Fifth Monday)

Adjournment

A motion was made by _____ seconded by _____
to adjourn the meeting at _____ p.m.

Motion