

KNOWLTON TOWNSHIP ELEMENTARY SCHOOL

Office of the Superintendent

AGENDA FOR REGULAR MEETING – November 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 Report

Acknowledge Receipt of HIB Incidents

There were two confirmed HIB incidents since the last board meeting

Presentations:

Wellness grant update – presented by Debbie Lennox

Knowlton Knight Presentations – presented by Mrs. Carroll

Motions

1. Accept Retirement

A motion was made by _____ seconded by _____
to accept the retirement of Susan Acker, School Nurse, with regret, effective June 30, 2020.

Motion

2. Approve Maternity Leave

A motion was made by _____ seconded by _____
to approve a request for maternity leave, under FMLA, from Maureen Plunkett beginning
April 3, 2020 through June 30, 2020, as recommended by the Superintendent.

On roll call, motion

3. Approve Maternity Leave

A motion was made by _____ seconded by _____
to approve a request for maternity leave, under FMLA, from Katelyn Toth beginning
February 13, 2020 through May 26, 2020, as recommended by the Superintendent.

On roll call, motion

4. Approve Contract Amendment

A motion was made by _____ seconded by _____
to amend the mini bus driver contract for Cindy Hendershot to a per day rate of \$30, as
recommended by Superintendent.

On roll call, motion

5. Approve Service Agreement

A motion was made by _____ seconded by _____
to approve the service agreement between Knowlton Township School District and
Transparent Network Consultants for technology services, as recommended by the
Superintendent. The onsite support is slated for 4 hours per week at a rate \$70 per hour.

On roll call, motion

6. Approve Service Agreement

A motion was made by _____ seconded by _____
to continue with the service agreement between Knowlton Township Elementary School and
Dave White Services as a Class A/B Operator performing year round monthly inspections of
our current oil tank for the 2019-2020 school year, as recommended by the Superintendent.
The service cost is \$175 per month.

On roll call, motion

7. Approve Merit Goal

A motion was made by _____ seconded by _____
to recognize the designated qualitative Merit Goal #1 for the Superintendent, as stated in the
report dated September 6, 2019 has been achieved and to authorize submission to the
Executive County Superintendent for approval and authorization of payment.

On roll call, motion

8. Approve Home Instruction

A motion was made by _____ seconded by _____
to provide home instruction to student #1818 as aligned with NJAC 6A:16-10, to begin the
week of December 2, 2019, as recommended by the Superintendent.

Motion

9. Approve Comprehensive Maintenance Report and M1 Forms

A motion was made by _____ seconded by _____
to approve the 2019-2020 Comprehensive Maintenance Report and M1 Forms as attached.

Motion

10. Approve Submission of DPR

A motion was made by _____ seconded by _____
to approve the submission of the DPR (District Performance Review) and Declaration Page
to The State of New Jersey Department of Education as required by N.J.A.C. 6A:30-3.2

Motion

11. Approve Travel Expenditures

A motion was made by _____ seconded by _____
to approve the attached travel expenditures for the 2019-20 school year as required by
N.J.S.A.18A:11-12.

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 \$387,850.76 and Cafeteria bill
list \$5,450.06.

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 October 31, 2019 (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 October 31, 2019 and
the A-149 Treasurer's of School Monies Report for the month ended October 31, 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).

Motion

14. *Approve Minutes*

A motion was made by _____ seconded by _____
To approve the Regular Session Minutes of October 28, 2019.

Motion

15. *Approve Minutes*

A motion was made by _____ seconded by _____
to approve the Executive Session Minutes of October 28, 2019.

Motion

Old Business

New Business

Upcoming Dates and Meetings

Board Meeting December 16, 2019 @7 pm

Adjournment

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

Motion