

KNOWLTON TOWNSHIP ELEMENTARY SCHOOL

MEETING MINUTES FOR REGULAR MEETING – January 27, 2020

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

Mrs. Smith called the meeting to order at 7:02 p.m.

Flag Salute

Mrs. Smith invited everyone to join her in the flag salute.

Roll Call

Present: Mr. Matthew Baley, Mrs. Dawn Bates, Mrs. Rhonda Moritz, Mrs. Tammy Smith, & Mrs. Alison Stiehl.

Absent: Mr. Don Biery & Mrs. Joann McCormack.

Others: Mrs. Jeannine DeFalco, Superintendent, Mr. Michael Brennan, Business Administrator, Mrs. Dana Carroll, Vice Principal, Mrs. Baker, Mrs. Bickhardt, Mrs. Davalos, Mrs. Harer, Mrs. Hollmann, Mrs. Staub, Mrs. Stefankiewicz, Parents, Public, & Students.

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

None.

Correspondence

None.

Superintendent's Report

Mrs. DeFalco gave the following report:

* LEAD program for grade 6 – The 10 lessons have started with Trooper Madia. Students will engage in lesson 3 tomorrow. LEAD = Law Enforcement Against Drugs

* Last week we experienced a dip in our water pressure here at the school resulting in cancelling all after school activities as a precaution. An all call was sent out and water pressure began regulating fairly quickly and there was no disruption to a running a regular schedule the following day.

* We received official notice on January 17th that our current Sustainable Jersey for Schools actions were submitted, received and currently under review. Our current designation is bronze and we hope to advance to silver in the very near future.

* Our mid-year eSpark results were shared with me (grades K-2) and the data shows a pre quiz average score of 50% to post quiz average of 71%. Last week 506 quests were mastered by our students.

* Our mid-year group fluency average for Reflex math users is 73.9%. The starting fluency at the beginning of this school year was 41.9% for this group of students. There are 103 students utilizing Reflex Math.

* On February 4th and 5th, I will be attending a two day Legal One Student Mental Health series. The workshop series is presented through NJPSA. (New Jersey Principals and Supervisors Association)

Vice Principal's Report

Mrs. Carroll gave the following report:

* Over the course of the month, I have attended 2 workshops and participated in a webinar. The webinar was about tenure and seniority and how it applies to positions within a school district. The workshops I attended were about Standards Based Report Cards presented by Dr. Robert Zywicki, the Superintendent of Mt. Olive and the importance of differentiation and various ways it looks like in a classroom.

* The Early Act Club is in the middle of their Souper Bowl for Caring food drive. If you would like to make a donation, they need to be received no later than Friday.

* The Spelling Bee was held on Jan. 9th. The winner is here tonight, Paityn Bates, she will go on to the next round which is a written test in a few weeks and from there if she passes, she will compete in March at Northampton Community College.

* We have our dates set for the incoming kindergarten parent meeting in April, kindergarten screening in May, and the bus ride and orientation in June. To date we have 11 registered.

* Next Wednesday, we will be participating in World Read Aloud Day. Mrs. Reber has scheduled 3 authors to skype with various classes throughout the day.

* We will be doing One Book One School again for Read across America. The book this year is *The World According to Humphrey*.

Board Secretary's Report

Mr. Brennan gave the following report:

* Pension: Submitted 2019 Q4 (Oct-Dec) IROC Payments/Reports for TPAF & PERS.

* FY 2019 W2 Statements have been distributed to all employees and I have provided all the 1099 information to R&L to process tax form for our vendors.

Facilities:

* Frank waxed the gymnasium floor in the multipurpose room to update for the remainder of the school year and the start of the KAA basketball season. We plan to work on floor again this summer.

* Abcode Security completed our facility security upgrade, so we are now compliant with Alyssa's law.

* Fairfield Maintenance completed a repair of our boiler console so the paper feeder now works properly for reporting.

* On January 13th, 2020, Bill Poch, Warren County SBA, Frank Bush, & I completed our Facilities walkthrough as part of the 2020 QSAC process.

Certificates of Appreciation

Mrs. DeFalco on behalf of the administration (Mr. Brennan, Mrs. Carroll, & Mrs. Defalco) wanted to acknowledge and thank the BOE members for their dedication and support of our district. Mrs. DeFalco presented certificated of appreciation to all BOE members.

Spelling Bee Winner, Dana Carroll

Mrs. Carroll presented a certificate to spelling bee winner Paityn Bates. Congratulations Paityn. Great job!

Just Say No, Charlene Harer & Jenn Staub

As part of the Just Say No club, Mrs. Staub & Mrs. Harer led a fun filled, informative, and interactive student presentation on the dangers of being impaired due to alcohol and drug abuse. Students and board members participated in throwing and catching a ball with "impaired" glasses to demonstrate how your reaction time and judgment is distorted and slowed by alcohol and drug abuse.

Knowlton Knight Awards, Dana Carroll

Mrs. Carroll presented a citizenship award to Giada Brando & Emma Urfer. Congratulations Emma & Giada. Great job!

Teacher Spotlight, Dana Carroll

Mrs. Carroll presented a certificate to our staff spotlight recipient, Mrs. Misty Baker. Congratulations Mrs. Baker!

MOTIONS

Consent Motion

A motion was made by Mrs. Smith seconded by Mr. Baley and carried unanimously by roll call vote to approve the following agenda items numbered 1 through 10 for the 2019-2020 school year.

1. Approve Educational Trips

To approve the following 2019-2020 educational trips

Q-FT-07	Warren County Library	
	Ramsaysburg Homestead	B&K Dalrymple
Q-FT-08	Turtle Back Zoo	B&K Dalrymple
Q-FT-09	Trenton Barracks and Statehouse	B&K Dalrymple

2. Approve Updated Curriculum

To approve district implementation of updated Art curriculum.

3. Approve Updated Curriculum

To approve district implementation of updated World Language curriculum.

4. Approve Updated Curriculum

To approve district implementation of updated Music curriculum.

5. Approve Updated Curriculum

To approve district implementation of updated Instrumental Music curriculum.

6. Approve Updated Curriculum

To approve district implementation of updated Social Studies curriculum.

7. SSDS-Student Safety Data System Submission

To approve the submission of the SSDA for reporting period 1.

8. Approve Minutes – December 16, 2019

To approve the Regular Session Minutes of December 16, 2019.

AYES: 5

NOES: 0

ABST: 0

Motion carried.

9. Approve Minutes – December 16, 2019

To approve the Closed Session Minutes of December 16, 2019.

AYES: 5
NOES: 0
ABST: 0
Motion carried.

10. Approve Minutes – January 6, 2020

To approve the Reorganization Session Minutes of January 6, 2020.

AYES: 5
NOES: 0
ABST: 0
Motion carried.

11. Approve Substitutes

A motion was made by Mrs. Smith seconded by Mrs. Moritz and carried unanimously by roll call vote to approve the following substitutes for the 2019-20 school year, as recommended by the Superintendent, pending completion of paperwork: Cassandra Guadalupe

12. Approve Travel Expenditures

A motion was made by Mrs. Smith seconded by Mr. Baley and carried unanimously by roll call vote to approve the attached travel expenditures for the 2019-20 school year as required by N.J.S.A.18A:11-12.

13. Approve Budget Line-Item Transfers

A motion was made by Mrs. Smith seconded by Mrs. Moritz and carried unanimously by roll call vote to approve the attached 2019-2020 budget line-item transfers for the time period of December 17, 2019 through January 27, 2020 with a total of \$399.00 for Fund 11.

14. Approve Bills

A motion was made by Mrs. Smith seconded by Mr. Baley and carried unanimously by roll call vote to approve the bills for payment as follows from December 17, 2019 through January 27, 2020 General Fund bill list of \$435,328.58 and Cafeteria bill list \$3,805.68.

Monthly Certification

Pursuant to N.J.A.C. 6A:23-2.11(c)3, I certify that no budgetary line item account has been overexpended in violation of N.J.A.C. 6A:23-2.11(a) as of December 31, 2019 (Policy 6820).

Board Secretary

Date

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

A motion was made by Mrs. Smith seconded by Mr. Baley and carried unanimously to accept the monthly A-148 Secretary's Report for the month ended December 31, 2019 and the A-149 Treasurer's of School Monies Report for the month ended December 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).

Old Business

None.

New Business

Mrs. DeFalco discussed that the Girl Scouts water bottle greenhouse is almost complete. The location where this will be placed is behind the storage shed as you exit the multipurpose room. That location will block wind and if needed allow for it to be secured to the shed.

Mrs. DeFalco does not have a specific date of install as of yet.

Mrs. DeFalco discussed Jacob Erickson's interest in creating an outdoor reading platform to benefit our Knowlton students' as part of his Eagle Scout project.

Mrs. Smith detailed Governor Murphy's proclamation to local Boards of Education throughout NJ to be an advocate for resources necessary to meet educational needs.

Mrs. Smith also expressed the importance of our community completing the census. The census can be completed either online, through the mail, or over the telephone.

Upcoming Meetings

February 10, 2020: Board Committee Meetings, 6pm

February 24, 2020: Board Meeting, 7pm

Adjournment

A motion was made by Mrs. Smith seconded by Mrs. Moritz and carried unanimously to adjourn the meeting at 7:49 p.m.

Respectfully submitted,

Michael Brennan, MBA
Business Administrator/Board Secretary

Approved: