

KNOWLTON TOWNSHIP ELEMENTARY SCHOOL

Office of the Superintendent

AGENDA FOR REGULAR MEETING – May 9, 2022

Rescheduled from April 26, 2022

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, The Star Ledger, and distributed to the Knowlton Township Elementary School, the Delaware Post Office, and the Knowlton Township Municipal Building. This meeting will commence at 7:00 P.M. The meeting will be held remotely. The public will be able to access the agenda, as well as electronically view and participate in the public portion of the meeting via a link posted on the District's website at www.knowltonschool.com or join by phone by dialing any of the following numbers: 301-715-8592, 312-626-6799, 929-205-6099, 253-215-8782, 346-248-7799, or 669-900-6833. Webinar ID: 862 4872 0526 Passcode: 765331. Any members of the public wishing to submit written comments prior to the start of the meeting by 12 noon on day of said meeting, must email such comment to the attention of the Board Secretary at brennanm@knowltonschool.com.

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- Public participation shall be governed by BOE Policy 1120.1 Public Participation in Board Meetings. Public comments are invited on all matters pertaining to the school district. All participants shall be given three (3) minutes to speak and shall state their name, place of residence, and group affiliation, if appropriate. The Board uses the public comment period as an opportunity to listen to citizen concerns, but please be aware that not all issues brought to a board meeting will be resolved this evening; rather, the Board will, in appropriate cases, delegate the authority to investigate the matter to the Superintendent or his designee. Please let the record reflect that the BOE does not endorse your comments nor will the BOE be held liable for comments you make about a staff member, or other person, which the staff member, or other person, may consider defamatory and/or libelous, as that individual retains all rights to pursue any legal remedies against you.

Correspondence

Superintendent's Report

Vice Principal's Report -Staff Spotlight

Board Secretary's Report

Board President's Report

Committee Reports – Community Outreach, Facilities, Finance, Instructional

Presentation – Knowlton Township Budget 2022-2023-Michael Brennan, SBA

AGENDA

1. Accept Resignation

A motion was made by _____ seconded by _____
to accept the resignation of Samantha Lestrage, music teacher, with regret, effective June 30, 2022.

Motion

2. Increase Substitute Nurse Pay

A motion was made by _____ seconded by _____
to increase the substitute nurse pay to a daily rate of \$200.

On roll call, motion

3. 2022-23 Budget Adoption

A motion was made by _____ seconded by _____
to submit the 2022-23 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	\$3,149,813
Tuition	18,000
Miscellaneous Revenue	794
Cap Reserve Interest	300
State Aid	493,869
Budgeted Fund Balance	457,224
Withdrawal from Capital Reserve	70,000
Federal Revenue-Special Projects	72,530

Total Revenues \$4,262,530

Expenditures:

Fund 10 Transfer to Charter School	108,305
Fund 11 Current Expense	3,991,395
Fund 12 Capital Outlay	90,300

General Fund Total \$4,190,000

Fund 20 Special Revenue 72,530

Total Expenditures \$4,262,530

On roll call, motion

4. Requisition of Taxes

A motion was made by _____ seconded by _____
to approve that the amount of district taxes needed to meet the obligations of the Board for
the 2022-2023 school year is \$3,149,813 and the Township of Knowlton is hereby requested
to place in the hands of the Treasurer of School Monies the amount as shown in the
following schedule in accordance with the statutes relating thereto:

July 10, 2022	\$350,000.00
August 10, 2022	\$350,000.00
September 10, 2022	\$272,201.44
October 10, 2022	\$272,201.44
November 10, 2022	\$272,201.44
December 10, 2022	\$272,201.44
January 10, 2023	\$272,201.44
February 10, 2023	\$272,201.44
March 10, 2023	\$272,201.44
April 10, 2023	\$272,201.44
May 10, 2023	\$272,201.48

On roll call, motion

5. Contract Renewals

A motion was made by _____ seconded by _____
to offer employment contracts to the following persons for the 2022-23 school year, as
recommended by the Superintendent:

Apgar	M8	
Baker	B15	
Bickhardt	M19	Longevity \$3,000
Cicarelli	M10	
Ferry	B19	Longevity \$1,500
Garrison	M12	
Groves	B+15, 5	
Harer	B19	Longevity \$2,000
Hill	M19	
Hollmann (3 days/week)	M9	
Janeiro	B14	
Jones	M19	Longevity \$2,000
Lehr	B3	
Lennox	M14	
Lightcap (1 day/week)	M12	
Maxman	B+15,12	
Perry	M15	
Plunkett	B8	
Reber	M+15,19	Longevity \$2,500
Staub	M+30, 14	
Stefankiewicz (2.5 days/week)	M+30,16	(Knowlton Share)
Tate (3 days/week)	B15	
Thurgood	M+15, 11	
Toth	M6	
Werner	M17	

On roll call, motion

6. Paraprofessional Contract Renewals

A motion was made by _____ seconded by _____
to offer employment contracts to the following paraprofessionals for the 2022-2023 school year, as recommended by the Superintendent:

Diane Geitzenauer Alison Occhifinto
Joann Hoffman Monika Sempruch
Christina Ippolito Larissa Walsh
Kory Nace

On roll call, motion

7. Custodian Contract Renewals

A motion was made by _____ seconded by _____
to offer employment contracts to the following custodians for the 2022-23 school year, as recommended by the Superintendent:

Franklin Bush Robert Guida Geoffrey Littlehale

On roll call, motion

8. Approve Substitutes

A motion was made by _____ seconded by _____
to approve the following individuals as substitutes for the 2021-2022 school year, pending the completion of paperwork:

Teacher:

Mary Lynn Orchard

Nurses:

Ashlee Garo
Christina Kuriakose
Christine Rodesilier

Motion

9. Approve Clinical and Internship Request

A motion was made by _____ seconded by _____
to approve Emily Slack to complete her student field experience at KTES as a part of her programming at Centenary University in Fall 2022 and Spring 2023.

Motion

10. Approve Field Trips

A motion was made by _____ seconded by _____
to approve the following field trips as stated

Q-FT-01	June 7, 2022	Grade 6	social at North Warren	\$290
Q-FT-02	June 8, 2022	Incoming K	Kindergarten bus ride	\$100

On roll call, Motion

11. Approve Travel Expenditures

A motion was made by _____ seconded by _____
To approve the travel expenditures for the 2021-2022 school year as required by the Chapter 53 revisions to C.18A:11-12.

On roll call, motion

12. District's Mileage Reimbursement Expense

A motion was made by _____ seconded by _____
to approve the district's total maximum mileage reimbursement expense for SY 22-23 of \$51,000 pursuant to N.J.A.C. 6A:23A-7.3.

On roll call, motion

13. 2022-2023 Preliminary School Calendar

A motion was made by _____ seconded by _____
to approve the 2022-2023 preliminary calendar.

Motion

14. Application to Operate Special Education Summer School

A motion was made by _____ seconded by _____
to approve the application to operate a special education summer school from 7/5/22 to 7/28/22.

Motion

15. Approve Budget Line Transfers

A motion was made by _____ seconded by _____
to approve the attached 2021-2022 budget line-item transfers for the time period of March 23, 2022 through April 26, 2022 with a total of \$4,700.00.

On roll call, motion

16. Approve Bills

A motion was made by _____ seconded by _____
to approve the bills for payment as follows: Monthly bill list \$310,262.83 and Cafeteria bill list \$9,410.54.

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 31, 2022 (Policy 6820).

Board Secretary

Date

17. 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 March 31, 2022 and the
A-149 Treasurer of School Monies Report for the month ended March 31, 2022 in
compliance with the N.J.A.C. 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 over expended
in violation of N.J.A.C. 6A:23A-16.10(c).

On roll call, motion

18. Approve Minutes

A motion was made by _____ seconded by _____
to approve the Regular Minutes of March 22, 2022.

Motion

Upcoming Meetings

May 24, 2022, 7pm Board Meeting

Old Business

New Business –NJSBA convention/October Board meeting date

Adjournment

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