

# KNOWLTON TOWNSHIP ELEMENTARY SCHOOL

Office of the Superintendent

## **DRAFT-AGENDA FOR REGULAR MEETING – May 24, 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 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-*** 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 Report*

### *Vice Principal's Report*

### *Board Secretary Report*

### *Board President's Report*

## **MOTIONS**

### **1. Accept Safety Grant**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to accept the NJSIG safety grant in the amount of \$2,100.

On roll call, motion

### **2. Approve Physical Therapy Provider**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve Allison Peck, P.T. as the 2022-23 Physical Therapy Service Provider at the rate of \$88.00 per hour.

On roll call, motion

### **3. Approve Occupational Therapy Provider**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve Kathleen DiFebo Occupational Services, LLC, as the 2022-2023 Occupational Therapy Service Provider at the rate of \$80 per hour.

On roll call, motion

### **4. Approve Substitute Mini Bus Drivers**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the following individuals as substitute mini bus drivers, as recommended by the Superintendent, pending the completion of paperwork:  
Robert Dally  
Cynthia Hendershot

On roll call, motion

### **5. Appoint World Language Coordinator**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
To appoint Juliana Goncalves to the position of World Language Coordinator for the 2022-2023 school year, with a stipend rate of \$45 per hour not to exceed 12 hours per week, as recommended by the Superintendent.

On roll call, motion

### **6. Approve Extended School Year Staff**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve summer staffing for our Extended School Year programming as follows:  
Paraprofessionals/Teachers/Substitutes  
Allison Bickhardt                      Alison Occhifinto  
Colleen Apgar                              Susan Perry  
Diane Geitzenauer                      Maureen Plunkett  
Sandy Johnston                              Monika Sempruch  
Katy Jones                                      Larissa Walsh

On roll call, motion

**7. Approve Extended School Year Services Staff**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
To approve the following individuals for the 2022 ESY services staff as recommended by the Superintendent:

- |                     |                  |
|---------------------|------------------|
| Ashlee Garo         | Nurse            |
| Christina Kuriakose | Nurse            |
| Stephenie Neufeld   | PROMPT therapist |

On roll call, motion

**8. New Hires**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to authorize Mrs. DeFalco, Superintendent, to hire new employees for the summer, to be approved by the board at the next regular board meeting.

Motion

**9. Teacher Evaluation Model for 2022-2023**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the adoption of Charlotte Danielson’s Teacher Evaluation Model and Rubric for the 2022-2023 school year.

Motion

**10. Vice Principal Evaluation Model for 2022-2023**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the adoption of the Multidimensional Principal Performance Rubric for the 2022-2023 school year.

Motion

**11. Approve Policy 5131**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the updates to Policy 5131, Conduct/Discipline.

Motion

**12. Year-End Transfers and Appropriations**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to authorize the Superintendent to make line item transfers and appropriations as needed during the month of June and to authorize payment of year-end invoices all of which will be approved by the Board of Education at the next board meeting.

On roll call, motion

**13. Approve Transfers**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve transfers in the amount of \$2,000 from Fund 11.

On roll call, motion

**14. Approve Bills**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the bills for payment as follows: Monthly bill list \$449,049.43 and Cafeteria bill  
list of \$4,828.95.

On roll call, motion

**Monthly Certification**

Pursuant to NJAC 6A:23A-16.10(c)3, I certify that no budgetary line item account has been  
overexpended in violation of NJAC 6A:23A-16.10(c)4 as of April 30, 2022(Policy 6820).

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

**15. 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 Reports for the month ended April 30, 2022 and the  
A-149 Treasurer of School Monies Report for the month ended April 30, 2022 in compliance  
with the NJAC 6A:23A-16.10(c)3. 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)4.

Motion

**16. Approve Minutes**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the regular session minutes from May 9, 2022.

Motion

**Old Business** - Superintendent evaluation has been emailed to all BOE members for review.  
October BOE Meeting to remain as scheduled

**New Business**

- Board Retreat Date

**Upcoming Meetings**

**June 13, 2022 Workshop**

**June 28, 2022 Board Meeting**

***Adjournment***

A motion was made by \_\_\_\_\_  
to adjourn the meeting at \_\_\_\_\_ p.m.

seconded by \_\_\_\_\_

Motion \_\_\_\_\_