

**KNOWLTON TOWNSHIP ELEMENTARY SCHOOL
Office of the Superintendent**

DRAFT-AGENDA FOR REGULAR MEETING – October 25, 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 their 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

Vice Principal's Report -NJSLA

Board Secretary Report

Committee Reports

Presentations – Knowlton Knight

MOTIONS

1. Approve Maternity Leave

A motion was made by _____ seconded by _____
to approve a request for maternity leave, under the condition of the KTEA contract and
FMLA from Maureen Plunkett beginning March 10, 2023 through September 1, 2023, as
recommended by the Superintendent.

On roll call, motion

2. Lateral Adjustment

A motion was made by _____ seconded by _____
to approve a lateral adjustment for Joelene Groves, from step BA+15 to MA with a prorated
salary increase of \$1,314 effective January 1, 2023.

On roll call, motion

3. Approve Substitutes

A motion was made by _____ seconded by _____
to approve the following substitutes for the 2022-2023 school year, pending completion of
required paperwork as recommended by Superintendent.

Timothy Ferguson
Cathy Geffe
Motion

4. New Hire

A motion was made by _____ seconded by _____
to authorize Mrs. DeFalco, Superintendent, to hire new employee/s as needed for mini bus
transportation, to be approved by the board at the next regular meeting.

Motion

5. Approval of School Nursing Services Plan

A motion was made by _____ seconded by _____
to approve the 2022-23 School Nursing Services Plan.

Motion

6. Approve Home Instructors

A motion was made by _____ seconded by _____
to approve the following teachers as home instructors for the 2022-2023 school year at a rate
of \$45 per hour as determined in the 2021-2024 KTEA-KTBOE contract:

Allison Bickhardt
Katy Jones
Kim Reber

On roll call, motion

7. Training Approval

A motion was made by _____ seconded by _____
to approve Heather Vitale to attend bus certification training at Snyder Bus at a cost not to exceed \$1,500.

On roll call, motion

8. 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

9. Field Trip

A motion was made by _____ seconded by _____
to approve the following 2022-2023 field trip contract.

Q-FT-04 Ski Club-Shawnee Ski Resort

On roll call, motion

10. Approve Travel Expenditures

A motion was made by _____ seconded by _____
to approve the travel expenditures for the 2022-23 school year as required by the Chapter 53 revisions to C.18A:11-12.

On roll call, motion

11. Approve Budget Line-Item Transfers

A motion was made by _____ seconded by _____
To approve the attached 2022-2023 budget line-item transfers for the time period of September 28, 2022 through October 25, 2022 with a total of \$2,918.89 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 \$423,844.84 and Cafeteria bill list \$4,914.89.

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 overexpended in violation of N.J.A.C. 6A:23-2.11(a) as of September 30, 2022 (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 Reports for the month ended September 30, 2022 and
the A-149 Treasurer of School Monies Report for the month ended September 30, 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 overexpended in
violation of N.J.A.C. 6A:23A-16.10(c).

Motion

14. Approve Minutes

A motion was made by _____ seconded by _____
to approve the Regular Session Minutes of September 27, 2022.

Motion

Old Business

NJSBA Convention – happening now—Jeannine and Tammy are attending

New Business

Upcoming Dates and Meetings

School Board Elections – November 9, 2022
Board Workshop Meetings November 14, 2022
Board Meeting November 22, 2022, 7pm

Adjournment

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

Motion